



- Neil Wishinsky-
Chairman
- Nancy A. Daly
- Benjamin J. Franco
- Nancy S. Heller
- Bernard W. Greene
- Melvin A. Kleckner –
Town Administrator

BOARD OF SELECTMEN

CALENDAR

FOR

TUESDAY, MARCH 1, 2016

SELECTMEN'S HEARING ROOM

1. **PROPOSED EXECUTIVE SESSION**
LITIGATION

5:30 P.M. Executive Session for the purpose of discussing strategy with respect to litigation in the matters of " Gerald Alston, et al v. Town on Brookline, et al, Prentice Pilot,et al v. the Town of Brookline, et al, and Estifanos Zerai-Misgun v. the Town of Brookline, et al".

2. **PROPOSED EXECUTIVE SESSION**
LITIGATION

Associate Town Counsel John Buchheit will appear to discuss strategies relative to the litigation matter of Margaret Sablove.

3. **PROPOSED EXECUTIVE SESSION**
LITIGATION

Executive Session for the purpose of discussing strategy relative to the purchase, exchange, lease or value of real property.

4. **SELECTMEN'S ANNOUNCEMENTS/UPDATES**

7:00 P.M. Selectmen to announce recent and/or upcoming Events of Community Interest and report on activities related to

carrying out the responsibilities of the Board.

5. **PUBLIC COMMENT**

Public Comment period for citizens who requested to speak to the Board regarding Town issues not on the Calendar.

Up to 15 minutes for public comment on matters not appearing on this Calendar shall be scheduled each meeting. Persons wishing to speak may sign up in advance beginning on the Friday preceding the meeting or may sign up in person at the meeting. Speakers will be taken up in the order they sign up. Advance registration is available by calling the Selectmen's Office at 617-730-2211 or by e-mail at pparks@brooklinema.gov. The full Policy on public comment is available at <http://www.brooklinema.gov/376/Meeting-Policies>.

6. **MISCELLANEOUS**

Approval of miscellaneous items, licenses, vouchers, and contracts.

- A. Question of approving the minutes of February 23, 2016.
- B. Question of accepting a reimbursement grant in an amount up to \$46,500.00 from the FFY2014 Urban Areas Security Initiative for the Brookline Emergency Management Team (BEMT) to be used at the Brookline Senior Center for the installation of a generator docking station, an emergency electrical panel and an electrical transfer switch.
- C. Question of approving and executing an Agreement with Abe Faber, Market Co-Manager for the operation of the Farmer's Market at the Center Street West Parking lot on Thursdays from 9am-9pm from June 2, 2016 thru November 17, 2016.

7. **CALENDAR**

Review and potential vote on Calendar Items

8. **POLICE - PERSONNEL**

Question of offering conditional employment to the following applicants for positions as Police Officers:

Grainne D. Mausnsell
Nicholas C. Goon
Audrey K. Underwood
Kerry C. Keaveney

**Christopher Elcock
Brian Merrigan
Michael J. Miczek
Stephen E. Burke
James C. Goff
David A. Pilgrim
Megan Keaveney
Michelle R. Slavin**

a. Question of authorizing the filling of the following vacancies in the Police Department

**Deputy Superintendent
Lieutenant
Sergeant**

9. BOTTLED WATER STUDY COMMITTEE

The following candidates for appointment to the Bottled Water Study Committee will appear for interview:

**Nate Tucker
Andrew Fischer**

10. 40 CENTRE STREET - 40B APPLICATION

7:45 P.M. Public Hearing on the site eligibility application of 40 Centre Street, LLC for a 40B Project at 40 Centre Street.

11. FY17 FINANCIAL PLAN

Review of the following FY17 Departmental Budgets:

**Town Counsel
Information Technology
Recreation**

12. HUBWAY - BIKE SHARE

Question of authorizing staff to participate in an RFP for a Hubway System operator along with other participating municipalities using criteria as recommended

by the Brookline Hubway Advisory Committee.

13. **STATEMENT OF INTEREST**

Question of considering the submission of a Statement of Interest to the Massachusetts School Building Authority for the High School Expansion Project.

14. **BOTTLED WATER COMMITTEE - CHARGE**

Question of approving a Charge for the Bottled Water Committee.

a. Question of making appointments to the Bottled Water Committee.

15. **BOARDS AND COMMISSIONS - APPOINTMENTS**

Question of making appointment/reappointment to the following Boards and Commissions:

Preservation Commission

The Town of Brookline does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services or activities. Individuals who need auxiliary aids for effective communication in programs and services of the Town of Brookline are invited to make their needs known to Lloyd Gellineau, Town of Brookline, 11 Pierce Street, Brookline, MA 02445. Telephone (617) 730-2328; TDD (617) 730-2327; or e-mail at Lgellineau@brooklinema.gov



MINUTES

BOARD OF SELECTMEN

IN BOARD OF SELECTMEN TUESDAY, FEBRUARY 23, 2016 6th FLOOR HEARING ROOM

Present: Selectman Neil Wishinsky, Selectman Nancy Daly,
Selectman Benjamin J. Franco, Selectman Nancy S.
Heller, Selectman Bernard W. Greene

PROPOSED EXECUTIVE SESSION

Assistant Human Resources Director Leslea Noble appeared to discuss and request approval for a settlement of a Worker's Compensation claim.

In Open Session- the Chair must state the purpose for Executive Session, stating all subjects that may be revealed without compromising the purpose for which the Executive Session was called.

The Chair then stated the reason(s) for the Executive Session:

To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. The Chair so declared.

Remote Participation Announcement:

Chairman Wishinsky: Pursuant to this Board's Authority under 940 CMR 29.10 (8), Selectman Heller will be participating remotely via telephone due to geographic distance. There is a quorum physically present and all votes taken will be recorded by roll call. Selectman Heller will be allowed to vote.

On motion it was,

Voted to enter into Executive Session.

Roll Call:

Aye: Wishinsky, Daly, Franco, Heller

Absent: Greene

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SELECTMEN'S ANNOUNCEMENTS/UPDATES

Selectmen to announce recent and/or upcoming events of community interest and report on activities related to carrying out the responsibilities of the Board.

Selectman Greene announced that the School Committee will be interviewing Superintendent candidates in a public hearing forum, and he will be leaving this meeting to participate in that process.

Chairman Wishinsky: Pursuant to this Board's Authority under 940 CMR 29.10 (8), Selectman Heller will be participating remotely via telephone due to geographic distance. There is a quorum physically present and all votes taken will be recorded by roll call. Selectman Heller will be allowed to vote.

Selectman Heller will be joining the meeting after the miscellaneous items.

PUBLIC COMMENT

Public Comment period for citizens who requested to speak to the Board regarding Town issues not on the Calendar.

Brooks Ames, Whitney St., representing Gerald Alston, a firefighter that has sued the town. He said that the impression left with the public is that the Board of Selectmen is intent on following rules and procedures in matters relating to discrimination; the Board of Selectmen do not follow their own rules and procedures. They have adopted policy against racial discrimination in 2010. Earlier in 2010 a black firefighter was left a racial slur on his answering machine by his supervisor, at that time there was no policy on discrimination. After that, a policy was adopted that addressed complaints of discrimination. It included that the complainant is entitled to a hearing before the Board; 15 months ago Gerald Alston asked for a hearing on how the case was handled when the slur was left against him, and that supervisor was promoted after the Board of Selectmen were aware of that slur. Mr. Alston was not granted an appeal he is entitled to and based on policy adopted because of him. The Selectmen tell the public that they are bound by rules and procedures which they do not follow. The Selectmen also say that they have been trying to get him back to the firehouse; I have asked for meetings and in every case I have been denied the opportunity to meet with you; while you all meet regularly to speak about this case, however, we have never been invited. Now, Friday of last week we were informed through Town Counsel that the Board of Selectmen has decided to stop Mr. Alston's paycheck. He has been on paid administrative leave since February of last year. Nothing has happened since then and now except for the fact that he has asserted his rights in a federal law suit; that is the only reason I can understand why his pay has been cut off.

Leslie Epps said that she is the only African American owned business owner in

Brookline, a town that says it is so liberal, and asked why she is the only one. She said that she has spoken out on social injustice and has been personally victimized as well as close family and friends; Brookline is not exempt from institutional racism. She asked the Board to look within themselves and your fiduciary responsibilities to do what is right, and what is right is to honor our rights to live in a place that we feel honored and safe and be able to work and make a viable living without being retaliated against. She said that she has been denied her due process as Gerald Alston has, and added that she had worked as a school nurse in Brookline for ten years and served the community very well, receiving accolades as well as her son. She also noted that during a past Selectmen's meeting a police officer's name was mispronounced, and she finds that offensive and disrespectful.

Arthur Conquest, Tappan Street said that the Board of Selectmen has institutionalized town cultures on racism in its past hiring practices. There have been only 2 Department Heads of people of color. Within the past five years the Board allowed a firefighter, that without dispute of using a racial slur be promoted, and the situation has been fostering leading to the situation that brought us here today. As leaders you are required to exercise your duties as commissioners of Fire and Police, and to stamp out this culture. History indicates that you have not taken action on these matters in a timely manner and it is now urgent that these matters are addressed with action not words. This Board has handpicked a diversity commission and has now has asked them to rescind a statement, and I am elated that they have rejected your claim. He also spoke on black slaves from Brookline that fought in 1776 in place of their white masters, and noted that his brother fought in Vietnam and former Presidents Clinton and Bush did not; we are sent to fight for freedom in a foreign country yet we can't fight against freedom in our own community. This is a result of Gerald Alston questioning the n word left on his answering machine.

Gerald Alston (*speaker spoke after agenda miscellaneous items*) said that he is not happy with what is going on with his situation, and he does not know what this Board wants their legacy to be, and hopes that the Board shows the residents of Brookline that you are human beings and stand up for a long injustice and right a wrong. Everyone knows what I am taking about, my life my family, my health is deteriorating because of this. I am in danger because I can't pay for my medication, I am a diabetic, and have thyroid cancer. I am not going anywhere, and my supporters are not going anywhere until you fix this. It is difficult to tell my daughter why I am going through what I am going through, and I would not wish this pain on my worst enemy; it is not right and not fair. Some people think it is ok to say what was said to me and not be punished. I just need him to know what he did was wrong, and now it appears that anyone can say what they want and get promoted, and if anyone else comes forward they will first think of what I have gone through. If this Board does not want to support me, you shouldn't be on this Board.

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MISCELLANEOUS

Question of approving the minutes of February 16, 2016.

On motion it was,

Voted to approve the minutes of February 16, 2016 as amended.

Aye: Neil Wishinsky, Benjamin J. Franco, Bernard W. Greene

Absent: Nancy Heller

Abstained: Nancy Daly

ANNUAL TOWN ELECTION

Pursuant to M.G.L., Chapter 41, Section 10 question of approving the following vacancies in connection with the May 3, 2016 Annual Town Election.

One Town Meeting Member - Two Year Term (Precinct 5 and 11)

One Town Meeting Member - One-Year Term
(Precincts 5, 6, 7, 8, 10, 12 and 14)

Chairman Wishinsky moved to approve the vacancies in connection with the Annual Town election.

On motion it was,

Voted Pursuant to M.G.L., Chapter 41, Section 10 to approve the following vacancies in connection with the May 3, 2016 Annual Town Election.

One Town Meeting Member - Two Year Term (Precinct 5 and 11)

One Town Meeting Member - One-Year Term
(Precincts 5, 6, 7, 8, 10, 12 and 14)

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Bernard W. Greene

Absent: Nancy Heller

CONTRACT

Question of awarding and executing contract No. PW/15-20 "Washington Street/Emerald Necklace Pedestrian and Bicycle Crossing Improvements" in the amount of \$1,436,790.00 with UEL Contractors of 65 Parker Street, Clinton Mass.

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Director of Parks and Open Space Erin Gallentine reviewed the contract, which the primary focus is to establish a safe and efficient pedestrian signalized crossing. The project will also include safety improvements for all modes of transportation, a paved ADA compliant multi-use recreational path connecting Olmstead Park to the Riverway, stormwater management, and appropriate landscape improvements. This has been a two year process with various town staff and local organizations.

Chairman Wishinsky added that this is a long time coming; it has been in conversations for about ten years. Ms. Gallentine agreed, and added that it is a complicated project due to its location and getting the various communities and entities together.

Selectman Franco said that he is excited to see the finished signalized crossing. This is a safety issues that has been identified. The project will also enhance the availability to the Emerald Necklace parkland.

On motion it was,

Voted to award and execute contract No. PW/15-20 "Washington Street/Emerald Necklace Pedestrian and Bicycle Crossing Improvements" in the amount of \$1,436,790.00 with UEL Contractors of 65 Parker Street, Clinton Mass.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Bernard W. Greene
Absent: Nancy S. Heller

7:30 pm Selectman Greene left the meeting.

EXTRA WORK ORDER

Question of approving Extra Work Order No. 1 in the amount of \$9,750.00 for work to be completed by Mario Susi & Son in connection with contract PW/15-23 "Repair of Concrete Sidewalks."

Director of Engineering Peter Ditto stated that this contract deals with repair of concrete sidewalks. The Town's sidewalk program allows homeowners to request sidewalk repairs at 50% of the cost; the Town pays the other 50%. This year 4 locations had not been identified in the contract. This extra work order will address those locations and complete the project.

On motion it was,

Voted to approve Extra Work Order No. 1 in the amount of \$9,750.00 for work to be completed by Mario Susi & Son in connection with contract PW/15-23 "Repair of Concrete Sidewalks."

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco
Absent: Nancy S. Heller, Bernard W. Greene

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EXTRA WORK ORDER

Question of approving Extra Work Order No. 1 in the amount of \$24,354.20 for work to be completed by Mario Susi & Son in connection with PW/15-21 "Mill/Overlay and Intersection Improvements II."

Director of Engineering Peter Ditto said that this extra work order relates to the installation of granite curbing on two residential streets as part of a program that allows homeowners without granite curbing to have it put in at 50% of the cost. For this contract, more curbing was requested than first estimated.

On motion it was,

Voted to approve Extra Work Order No. 1 in the amount of \$24,354.20 for work to be completed by Mario Susi & Son in connection with PW/15-21 "Mill/Overlay and Intersection Improvements II."

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco
Absent: Nancy S. Heller, Bernard W. Greene

TEMPORARY LIQUOR LICENSES

Question of granting the following temporary liquor licenses to Pine Manor College in connection with the following events to be held at 400 Heath Street:

All Kinds Alcohol

Bat Mitzvah

March 26, 2016 - 7:00pm-11:00 pm

Non Profit Gala

May 7, 2016 - 5:00 pm-10:00pm

Wedding

May 29, 2016 - 6:00 pm- 11:00pm

Wine/Malt

Bat Mitzvah

May 14, 2016 - 12:00pm-4:00pm

Wedding

June 4, 2016 - 5:30pm-11:00pm

Chairman Wishinsky stated that the Police Department has reviewed and approved the applications.

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On motion it was,

Voted to grant the following temporary liquor licenses to Pine Manor College in connection with the following events to be held at 400 Heath Street:

All Kinds Alcohol

Bat Mitzvah

March 26, 2016 -7:00pm-11:00 pm

Non Profit Gala

May 7, 2016 - 5:00 pm-10:00pm

Wedding

May 29, 2016 - 6:00 pm- 11:00pm

Wine/Malt

Bat Mitzvah

May 14, 2016 - 12:00pm-4:00pm

Wedding

June 4, 2016 - 5:30pm-11:00pm

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco

Absent: Nancy S. Heller, Bernard W. Greene

TEMPORARY LIQUOR LICENSES

Question of granting the following temporary liquor licenses to Larz Anderson Auto Museum in connection with the following events to be held at 15 Newton Street:

Wine/Malt

Open House Expo

March 6, 2016 - 11:30am -2:00pm

Dancing with the Cars

March 11, 2016 - 6:30pm-11:00pm

Museum Themed Event

March 12, 2016 - 5:30pm-11:00pm

Non-Sale Beer/Wine

Wedding Anniversary

April 2, 2016 - 5:30pm-11:00pm

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On motion it was,

Voted to grant the following temporary liquor licenses to Larz Anderson Auto Museum in connection with the following events to be held at 15 Newton Street:

Wine/Malt

Open House Expo

March 6, 2016 - 11:30am -2:00pm

Dancing with the Cars

March 11, 2016 - 6:30pm-11:00pm

Museum Themed Event

March 12, 2016 - 5:30pm-11:00pm

Non-Sale Beer/Wine

Wedding Anniversary

April 2, 2016 - 5:30pm-11:00pm

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco

Absent: Nancy S. Heller, Bernard W. Greene

Selectman Heller entered the meeting via telephone.

CALENDAR

AIDS WALK BOSTON SPECIAL PERMIT

Question of approving a Special Use Permit request submitted by Conventures, Inc. in connection with the Aids Walk Boston to be held on June 5, 2016.

Selectman Franco noted that this walk will take place in the area of Beacon and Amory Streets, with no road closures, but there may be some temporary hold ups to let any large groups of walkers get across the streets.

On motion it was,

Voted to approve a Special Use Permit request submitted by Conventures, Inc. in connection with the Aids Walk Boston to be held on June 5, 2016.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy S. Heller

Absent: Bernard W. Greene

STATEMENT OF INTEREST

Question of considering the submission of a Statement of Interest to the Massachusetts School Building Authority for the High School Expansion Project.

Chairman Wishinsky stated that this topic has been of great importance to the Town that relates to millions of dollars that the Town could be eligible for, but at a risk. The Advisory Committee has considered this and the Chair will speak on it.

Advisory Committee Chair Sean Lynn-Jones stated that there have been many conversations on the High School Expansion project and whether or not to submit a Statement of Interest (SOI) to the Massachusetts School Board Authority (MSBA). The Advisory Committee voted 16-0 with 1 abstention to recommend that the Town does not submit a SOI to the MSBA.

It came down to three factors; money, time and choice.

Money: It is unlikely that Brookline will be invited to proceed with an application because the Town has received MSBA assistance in recent years. It has also been learned the MSBA allows communities to designate 1 priority project; with the Devotion School project currently underway the chances are unlikely that the MSBA will support another school project. By not submitting a SOI, it opens up possibilities for other projects, such as a 9th elementary school and the Pierce School.

Time: By not submitting a SOI to the MSBA, the Town can start studying the High School options sooner, and not have to wait for participation to the process. The advantage of having more time enables us to get a better sense of the overall cost of a large operation and debt exclusion.

Choice: The choice pertains to the flexibility of going into a loan. We need to make the most cost effective choice, and going into the MSBA process might constrain flexibility. School Committee member David Pollak recommended that we fix what needs to be fixed and address the most pressing needs. This approach could result in a savings of 30%-35% lower than a full renovation/expansion project.

Chairman Wishinsky stated that the challenge is it is hard to give up a potential \$23-\$40 million dollars in MSBA support, while acknowledging that the signals we have been getting is that it would not happen for a couple of years, or at least until the Devotion project is complete. At that time other communities may be perceived to have a greater need for school funding support than Brookline. While we have a compelling case, other communities may have a compelling case too; the risk of not getting funding from the MSBA is high and we cannot afford to wait. He noted that he is inclined to agree with the Advisory Committee, and not submit a SOI.

Selectman Daly addressed Mr. Pollak's recommendation, and the potential cost savings

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could be advantageous over working with the MSBA. These savings could be more than what we would get from the MSBA. Selectman Daly added that she finds the location of 111 Cypress Street an interesting prospect for a High School expansion.

Mr. Lynn-Jones replied that was the option that Mr. Pollak discussed; an acquisition of 111 Cypress Street could be used as a science building. He also added that it was recently learned that the Town owns a parcel of land adjacent to the High School. It is difficult to access and would require further review.

Selectman Franco added that there are a lot of options that need review to solve the High School problems. A feasibility study could assist in this to figure out what our best option is, looking at privately owned or Town owned property at this point may be premature, and the conversation on pursuing MSBA funding needs to be isolated from a particular site. Selectman Franco is in agreement with the Advisory Committee at least for one of the projects.

Selectman Heller stated that the time element is significant. The Town could submit the SOI and wait several months and possibly not get an invitation to proceed. the Town is facing a real crunch at this present time.

Town Administrator Mel Kleckner stated that he was a little skeptical about turning down an opportunity for that kind of participation, but an interesting discussion at a recent meeting showcased the need to move forward; we may be ready for the MSBA, but they may not be ready for us. Similar communities have been waiting for several years within the MSBA process.

Chairman Wishinsky said that the Board and the School Committee are under criticism for not moving ahead with the High School project. The concern is do we have the capacity not only financially, but the capability to handle a large project. There would also be a domino effect on the CIP budget.

The Board would like to review the School Committee's recommendation on submitting a SOI to MSBA before formalizing a vote.

40B ELIGIBILITY APPLICATION RESPONSE LETTER

Question of approving the response letter to MassDevelopment on the project eligibility application of Chapter 40B project Puddingstone at Chestnut Hill.

Chairman Wishinsky stated that the letter has been through a couple of revisions.

Alison Steinfeld, Planning Director stated that consistent with 40B procedure MassDevelopment has given us a short extension, we have prepared a draft response

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with the Board's direction, and hopefully we addressed the questions you have raised.

Chairman Wishinsky highlighted some concerns including whether or not MassDevelopment has the authority to issue the project edibility, and that we believe this project should be evaluated as one, as they both relate to Hancock Village, and the impact of both projects is significant. The Town does not believe this is a smart growth project and we have concerns relating the eco system and the impact on the Hoar Sanctuary.

Selectman Daly offered additional language addressing the traffic safety, which is a big concern with the neighborhood; the streets are already very busy there in the morning and the addition of these two projects will be significant and dangerous for the kids walking to school.

The Board supported Selectmen Daly's friendly amendment.

On motion it was,

Voted to approve the amended response letter to MassDevelopment, and authorize the Chair to sign on behalf of the Board.

Aye: Neil Wishinsky, Nancy Daly, Benjamin J. Franco, Nancy S. Heller
Absent: Bernard W. Greene

There being no further business, the Chair adjourned the meeting at 8:30 pm.

ATTEST



BROOKLINE EMERGENCY MANAGEMENT TEAM
Brookline, Massachusetts

DANIEL C. O'LEARY
CHIEF OF POLICE
DIRECTOR OF
EMERGENCY MANAGEMENT

TO: Mr. Melvin A. Kleckner, Town Administrator

FROM: Daniel C. O'Leary,
Chief of Police / Emergency Management Director

DATE: February 23, 2016

RE: Emergency Generator Docking Station for Senior ~~Center~~

Sir,

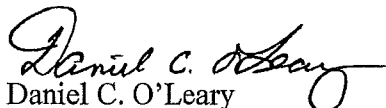
I am pleased to announce that the Brookline Emergency Management Team (BEMT) is eligible for up to \$46,500.00 in reimbursement funds from the FFY 2014 Urban Areas Security Initiative (UASI) under the Planning and Community Preparedness Investment Area.

We seek to utilize these funds for the installation of a generator docking station, an emergency electrical panel and an electrical transfer switch at the Brookline Senior Center at 93 Winchester Street, which serves as one of the town's emergency shelter sites. Upon completion of this project, the BEMT, with the assistance of the Building Department, will be able to quickly connect one of the town's two mobile emergency generators to the Senior Center if a shelter or reception center is needed and the building has no power.

This initiative will enhance the town's overall resiliency and allow us to continue to provide quality emergency management services to the Town of Brookline.

I respectfully request that the Board of Selectmen accept these grant funds.

Thank you.


Daniel C. O'Leary
Chief of Police



Town of Brookline

Massachusetts

**Department of Planning and
Community Development**

Town Hall, 3rd Floor
333 Washington Street
Brookline, MA 02445-6899
(617) 730-2130 Fax (617) 730-2442
TTY (617) 730-2327

**Alison Steinfeld
Director**

MEMORANDUM

To: Board of Selectmen
From: Andy Martineau, Economic Development Planner
CC: Kara Brewton, Economic Development Director
Date: February 25, 2016
Re: 2016 Summer Farmer's Market

This June, the Brookline Summer Farmer's Market will enter its 22st year of operation. After a successful transition prompted by the retirement of longtime Manager, Arlene Flowers, Co-Managers Abe Faber, of Clear Flour Bread, Kate Stillman of Stallman's Farm and Charlie Trombetta of Trombetta's Farm are returning to manage the Market for their third year. Efforts to modernize the Market to date include the creation of the Market's first ever website and online vendor referral form, Market Facebook page and implementing the necessary infrastructure and staff to be able to accept Supplemental Nutritional Assistance Program (SNAP) benefits, which has expanded access to the Market to those with limited income. This year, the market is proposing to expand its season by a total of five weeks. The proposed extension follows requests from market patrons and is also intended to align the duration of the Brookline market season with that of other markets in the surrounding area.

The license fee has been increased by 25%, which reflects the length of the proposed extension of the season and additional town costs associated with administering the market. The proposed extension and corresponding fee increase have been reviewed and approved by the Public Works and Health Departments.

We applaud the continued efforts of the management team to modernize and expand access to one of the area's more popular summer farmer's markets.

The enclosed license agreement has been reviewed by Associate Town Counsel, Patty Correa.

Question to the Board:

Question of approving and executing an Agreement with Abe Faber, Market Co-Manager for the operation of the Farmer's Market at the Centre Street West Parking lot on Thursdays from 9am-9pm from June 2, 2016 thru November 17, 2016.

BROOKLINE FARMERS' MARKET
TEMPORARY LICENSE AGREEMENT

This will confirm the terms of the Temporary License Agreement between Brookline Farmers' Market, Inc. (hereafter the "Corp."), and the Town of Brookline, a municipal corporation with its offices located at 333 Washington Street, Brookline, Massachusetts 02445 (hereafter the "Town") as follows:

The Town grants a temporary license to the Corp. (the "License") to use the Centre Street West Parking Lot (Tax Map 16, Block 83, Lots 7-8) for the temporary operation of a Farmers' Market on the portion of the premises as described on exhibit "A" attached hereto and made a part hereof, and which portion is hereafter referred to as the "Property".

The term of the License shall begin on June 2, 2016 and end on November 17, 2016. The Corp. may use the Property for a maximum of 25 days, on Thursdays from 9AM – 9PM, within the term of the License in exchange for a license fee payment of \$3,250. The Corp. shall pay one half of the license fee (\$1,625) to the Town of Brookline no later than June 2, 2016. The balance of the license fee (\$1,625) shall be paid to the Town of Brookline no later than September 8, 2016.

The Corp. will be permitted to make use of the existing electric power and water supplies on the Property with the prior approval of the Commissioner of the Department of Public Works of the Town or his designee.

The Town shall allow the Corp. access to the Property by way of ingress and egress during the term of the License.

The Corp. agrees to indemnify, defend, and hold the Town of Brookline, its agents, servants, employees, elected officials, and appointed officials harmless from any and all claims and liability of any kind, including but not limited to claims for personal injury or property damage or death that may result from the use of the Property and related area as a Farmers' Market unless said property damage or personal injury arises as a result of the sole negligence of the Town, its agents, servants or employees.

The Corp. shall maintain at its own expense during the term of this License Agreement, Commercial General Liability insurance with a general aggregate limit of \$2,000,000 for personal injury and property damage. The Certificate of Insurance shall name the Town as an additional insured. The Corp. shall provide a certificate of insurance to the Town in a form acceptable to Town Counsel, prior to June 2, 2016 and such insurance coverage shall be a prerequisite to the granting of the License.

The operations of the Farmers' Market and of the vendors it includes shall comply with all applicable federal, state and town laws, regulations, by-laws and codes, including, but not limited to, Article 8.8 of the Town's By-Laws ("Food Establishments Handling of Refuse").

The Board may modify or revoke this License for cause, after reasonable notice to the Corp. of the grounds for the proposed action and the time and place of the hearing.

The Board and the Corp. mutually agree that this License is personal to the Corp. and is not saleable, assignable, or otherwise transferable.

The undersigned represent and warrant that they have the right, capacity and all necessary authority to execute and deliver this License Agreement on behalf of the respective party for whom they have signed.

WITNESS:

By:

By: _____

Title: Market Manager

Date: _____

Board of Selectmen
Town of Brookline, Massachusetts

By: _____

Date: _____



DANIEL C. O'LEARY
CHIEF OF POLICE

BROOKLINE POLICE DEPARTMENT
Brookline, Massachusetts

March 1, 2016

To: Mr. Mel Kleckner, Town Administrator

From: Daniel C. O'Leary, Chief of Police

Subject: Conditional Offer of Employment

Sir:

The Brookline Police Department requests permission to extend conditional offers of employment to twelve applicants for positions as Brookline Police officers.

Employment interviews were conducted on February 10 and 11, 2016. The interview committee consisted of the Assistant Director of Human Resources, Marjie Lalli, Police Deputy Superintendent Myles Murphy, Police Deputy Superintendent Andrew Lipson and Police Sergeant Christopher Malinn. The Interview Committee unanimously recommended that conditional offers of employment be offered to the following twelve applicants.

Grainne D. Maunsell— Ms. Maunsell, is a 33 year old white female who resides in Brookline. The applicant is an American Citizen who emigrated from Ireland, and was naturalized on November 22, 2011. She attended the Causeway Comprehensive School, Kerry Ireland, and was certified by the Department of Education and Science/ Examinations Branch on August 2001, (High School). She is currently enlisted in the United States Coast Guard, stationed in Boston. She enlisted in 2010 and is due to be discharged from Coast Guard in the spring of 2016. She has received specialized training as a Victims Advocate.

Nicholas C. Goon —Mr. Goon, is a 24 year old asian male who resides in Boston. The applicant worked as a N.U. Co-OP/ intern for this department on a fulltime and part time basis since 2013 and is well known by members of this department, all of whom expressed a positive view of the applicant. He graduated from Brookline High School, (2011). He graduated from Northeastern University in May of 2015, earning a Bachelors/Science Degree, Criminal Justice. He is currently working towards his Master Degree in Political Science at N.U.



Audrey K. Underwood - The applicant is a 25 year old white female who resides in Brookline. The applicant worked 2 N.U. Co-Ops at the Brookline Police Department and is well known by members of the Detective Division, all of whom expressed a positive view of the applicant. She graduated from Wootton High School, MD (2008). She graduated from Northeastern University in May of 2014, earning a Bachelors/Science Degree, Criminal Justice. She has been employed as an E911 Dispatcher for Brookline Public Safety since April 2014.

Kerry C. Keaveney - The applicant is a 25 year old white female and is a life-long resident of Brookline. She is a graduate of Brookline High School (2009) and a graduate of Boston University (B.S. Business Administration - 2013). The applicant is currently employed as a Sales Assistant for WGBH Boston. She has worked there for over two years and is well thought of by her supervisors and co-workers.

Christopher K. Elcock - The applicant is a 25 year old white/asian male and is a life-long resident of Brookline. He is a graduate of Brookline High School (2009) and a graduate of St. Anslem's College (Bachelor's degree in Criminal Justice - 2013). The Candidate has shown a positive attitude while working as a Meter Collector for the Brookline Police since 09/2015. The Candidate has a good work attendance and is liked by his co-workers.

Brian Merrigan - The applicant is a 25 year old white male who resides in Brookline. He is a graduate of Walpole High School (2009) and a graduate of Bridgewater State University (Bachelor's degree in Criminal Justice - 2013). The Candidate has been employed as an E911 Dispatcher for Brookline Public Safety since January 2014. He is well regarded by his supervisors and co-workers.

Michael J. Miczek - The applicant is a 29 year old hispanic male who grew up and resides in Brookline. He is a graduate of Brookline High School (2005) and a graduate of Worcester State University (Bachelor's degree in Criminal Justice - 2009). The Candidate has worked for the Town of Brookline since 2010, at the Devotion School as a Special Education Aid as well as a part time security personnel for the Boston Red Sox since 2007. He is highly recommended by his supervisors and fellow workers.

Stephen E. Burke - The applicant is a 22 year old white male who resides in Westwood, MA. He is a graduate of Westwood High School (2011). He is currently enrolled at Bridgewater State University with an anticipated graduation date of May, 2016 (Bachelor's degree in Criminal Justice - 2013). The Candidate has been working as a Meter Collector for the Brookline Police since 09/2015. The Candidate has a good work attendance and is liked by his co-workers.

James C. Goff - The applicant is a 31 year old white male who resides in Brookline. He grew up in West Roxbury and is a graduate of Catholic Memorial High School (2002). He attended UMass Amherst and received an Associate's Degree in Landscape Contracting (2005). He has owned and operated Goff Landscaping since 2009. He was previously employed by Armstrong Ambulance as an EMT and received positive reviews from his previous employers.



David A. Pilgrim - The applicant is a 23 year old black male and is a life-long resident of Brookline. He is a graduate of Brookline High School (2010) and attended American University in Washington D.C. The Candidate has been employed by Star Market since 2009 and is currently an assistant store manager. He is well thought of by his supervisors and has been highly recommended.

Megan. Keaveney - The applicant is a 23 year old white female and is a life-long resident of Brookline. She is a graduate of Brookline High School (2011) and a graduate of Boston University (B.S. Elementary Education - 2015). The applicant is currently employed as a Substitute Teacher for the Brookline Public Schools and as a Youth Soccer Coordinator for the Brookline Recreation Dept. She has worked at both position since 9/2015 and is well thought of by her supervisors and co-workers.

Michelle R. Slavin - The applicant is a twenty nine year old white female who resides in Brookline.. She graduated from Walpole High School (2004) and from Bridgewater State College (2010) where she received a Bachelor's of Science in Criminal Justice. She is currently employed as a Public Safety Dispatcher with the Brookline Police. She has been employed by this agency since 2010, at this position, and has received positive reviews by her supervisors and has received several commendations for excellent work.

Upon successful completion of medical testing, psychological evaluations, and a Physical Abilities Test, we will seek the Board of Selectmen's authorization to hire them as student officers. Those who successfully pass these additional steps will be enrolled in the Lowell Police Academy beginning on May 23, 2016.

Daniel C. O'Leary,

Daniel C. O'Leary
Chief of Police

DCO/cbm





DANIEL C. O'LEARY
CHIEF OF POLICE

BROOKLINE POLICE DEPARTMENT

Brookline Massachusetts

February 25, 2016

To: Melvin Kleckner, Town Administrator

From: Daniel C. O'Leary, Chief of Police

Subject: Authorization to fill vacant positions

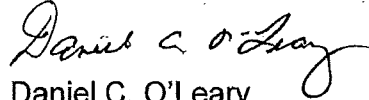
The Police Department will have several vacant positions in its supervisory ranks by the end of March. These positions are critical to the effective operation and supervision of our Department and I would like to be in a position to fill these vacancies by April 1, 2016. This will require us to begin the hiring process as soon as possible in order to complete a number of interviews and personnel reviews that will be necessary. There are current civil service lists for the ranks of Lieutenant and Sergeant which are based on the results of the October 2014 examination. We will be hiring from those lists. I am seeking authorization to fill the vacancies listed below:

1. Deputy Superintendent: One of our current Deputy Superintendents, John O'Leary, will be retiring on March 31, 2016. He has submitted his retirement papers to the Retirement Board.
2. Lieutenant: In order to fill the above position, our selection will come from the ten current Lieutenants. This will create a vacant Lieutenant's position.
3. Sergeant: By filling the above Lieutenant's position we will create a vacant Sergeant's position.



I would like to appear before the Board of Selectman at their earliest convenience to seek authorization to do the above.

Thank you.


Daniel C. O'Leary
Chief of Police

DCO/kms





Massachusetts Housing Finance Agency
One Beacon Street, Boston, MA 02108

TEL: 617.854.1000 | FAX: 617.854.1091
VP: 866.758.1435 | www.masshousing.com

January 28, 2016

VIA CERTIFIED MAIL

Neil Whisinsky-Chairman
Brookline Board of Selectmen
333 Washington Street
Brookline, MA 02445

Re: 40 Centre Street, MH #810

Dear Mr. Whishinsky:

The Massachusetts Housing Finance Agency (MassHousing) is currently reviewing an application for Site Approval submitted by 40 Centre Street LLC (The Applicant). The proposed development (40 Centre Street) will consist of 45 rental apartment apartments on a .25-acre site at 40 Centre Street in Brookline. Of the 45 units, 12 will be made available to low to moderate-income residents.

The site approval process is offered to project sponsors who intend to apply for a comprehensive permit under Chapter 40B. MassHousing's review involves an evaluation of the site, the design concept, the financial feasibility of the proposal, and the appropriateness of the proposal in relation to local housing needs and strategies. As part of our review, we are soliciting comments from the local community and we would appreciate your input. You also may wish to include in your response, issues or concerns raised by other town boards, officials or other interested parties. Pursuant to the Massachusetts General Laws Chapter 40B regulations (760 CMR 56.00) your comments may include information regarding municipal actions previously taken to meet affordable housing needs such as inclusionary zoning, multifamily districts adopted under G.L. c.40A and overlay districts adopted under G.L. c.40R. Your comments will be considered as part of our review.

We have been informed by 40 Centre Street LLC that the Town has received a copy of the Site Approval Application and plans for 40 Centre Street. Please inform us of any issues that have been raised or are anticipated in the Town's review of this application. We request that you submit your comments to this office within 30 days so we may process this application in a timely manner.

40 Centre Street

MassHousing Project # 810

Site Approval Application Notification

Page 2

During the course of its review, MassHousing will conduct a site visit, which Local Boards, as defined in 760 CMR 56.02, may attend. The site visit for 40 Centre Street has been scheduled for Friday February 12 at 10:00 AM. Please notify me promptly if any representatives of your office or if other Local Boards plan to attend the scheduled site visit.

Please note that if and when an application is submitted for a comprehensive permit, assistance is available to the Brookline Zoning Board of Appeals (ZBA) to review the permit application. The Massachusetts Housing Partnership's (MHP) *Ch. 40B Technical Assistance Program* administers grants to municipalities for up to \$10,000 to engage qualified third-party consultants to work with the Brookline ZBA in reviewing the Chapter 40B proposal. For more information about MHP's technical assistance grant visit MHP's web site, www.mhp.net/40B or e-mail MHP at communityinfo@mhp.net. Also available at MHP's web site are the "Local 40B Review and Decision Guidelines" that were released in November 2005 to provide guidance to local officials as they review comprehensive permit applications. The Chapter 40B regulations and accompanying guidelines issued by DHCD, however, take legal precedence over the MHP guidelines.

If you have any questions, please do not hesitate to telephone me at (617) 854-1098.

Thank you for your assistance.

Sincerely,



Katharine Lacy, AICP

Monitoring and Permitting Specialist
Comprehensive Permit Program

cc: Jesse Geller, Chairman, Zoning Board of Appeals
Melvin Kleckner, Town Administrator
Alison Steinfeld, Planning Director

February 23, 2016

2016 FEB 26 AM 10 41

Neil Wishinsky
Chair, Brookline Board of Selectmen
333 Washington Street
Brookline, MA 02445

Re: Notice of Application for Chapter 40B Site Eligibility at 40 Centre Street

Dear Chair Wishinsky and members of the Board of Selectmen:

We, the undersigned residents of Centre Street, are writing to provide public comment on the Comprehensive Permit Site Approval Application submitted by Roth Family LLC ("Applicant") to MassHousing on January 22, 2016. We would like to express our concerns that the Site Approval Application does not address three provisions under 760 CMR 56. We respectfully petition the Town of Brookline to:

- (1) seek changes to the building design based on DCHD Design Guidelines.
- (2) require the Applicant to conduct a traffic impact study of construction; and
- (3) invoke the 12-month Related Applications Safe Harbor;

1. Proposed design does not conform with DHCD Design Guidelines under 760 CMR 56.04(4)(c)

The Massachusetts DHCD Handbook: Approach to Chapter 40B Design Reviews¹ elaborates on several design criteria in 760 CMR 56.04(4)(c). In particular, we believe that the preliminary architectural plans (Site Approval Application, pp. 49 to 60) violate two important DHCD design criteria:

(a) Building mass and scale

DHCD design guidelines state that "the massing of the project should be modulated and/or stepped in perceived height, bulk and scale to create an appropriate transition to adjoining sites." In addition, the guidelines state that "the manner in which the buildings relate to adjacent streets is critically important. Massing should take into account the pattern of the existing street frontage as well as maintain a human scale by reasonably relating the height of buildings to the width of the public way."

The current building at 40 Centre Street has setbacks of 25 feet from the street, 17 to 17.6 feet along the sides, and 65 feet in the rear. **The proposed building would be 6 stories and 70 feet tall, with a front setback of only 15 feet from the street and 6 feet along all sides** (Site Approval Application, p. 50). This building mass would dwarf the immediately adjacent buildings, and would fail to maintain the human scale in the block of Centre Street between Beacon Street and Williams Street:

¹ <http://www.mass.gov/hed/community/40b-plan/handbook-approach-to-ch-40b-design-reviews.html>

Address	Height	Setback from street
30-34 Centre St	4 stories	30 feet
41 Centre St	4 stories	120 feet
50 Centre St	3 stories	25 feet
51 Centre St	3 stories	30 feet
53 Centre St	3 stories	30 feet
61 Centre St	3 stories	30 feet
62 Centre St	3 stories	25 feet
69 Centre St	3 stories	35 feet
70 Centre St	7 stories	50 feet
19 Winchester St	9 stories	30 feet

The proposed building's massive footprint and height would alter the whole character and feel of the block, and would also appear out of place with the immediately adjacent buildings on Centre Street. Instead, we propose a minimum setback of 25 feet should be maintained along Centre Street. In addition, the height of the proposed building should be capped at 4 stories.

(b) Adjacent typology

Page 8 of the DHCD design guidelines state that "key design issues to review in the application materials and discuss with the applicant include:

- *Facade appearance and orientation* – Does the proposed design front onto the street the same way as adjacent properties?
- *Architectural and site details* – Are the construction details of the proposed design compatible with adjacent properties or minimize the differences between the new and existing structures?
- *Design treatments of the edge* – Do the street and landscaping details minimize the differences or buffer the transition between the different sizes, materials or orientation of the new design and adjacent properties?"

The "gray paneled volume" of undetermined artificial materials on the northwest facade does not conform to the adjacent typology of brick buildings (pages 57 and 60 of the Site Approval Application). Brick construction, with colors that blend into the surrounding buildings, should be used on all facades of the proposed development.

2. Impact of traffic restrictions on public safety has not been adequately considered (760 CMR 56.05(2)(b))

The local increase in traffic congestion could severely impact emergency vehicle access along Centre Street, particularly during construction. Renovations to the Devotion School are planned between July 2016 and May 2018. This construction would require traffic diversions to Centre Street and Winchester Street. The proposed construction at 40 Centre Street could create an additional traffic chokepoint, thus diverting southeast-northwest traffic to Winchester Street. In addition, construction on Centre Street would

create backups in the turn lanes from Beacon Street to Centre Street. Traffic congestion and the lack of parking on Centre Street are already very burdensome on Thursday afternoons between June and October during the Coolidge Corner Farmers Market.

The Site Approval Application lacks a traffic study. Before a Comprehensive Permit Application is considered by the Zoning Board of Appeals, we request that the Applicant conduct a detailed traffic impact study. The traffic impact study should be conducted after August 1, 2016, in order to assess the actual impact of the Devotion School renovation. It should also include an analysis of long-term traffic conditions, especially the higher congestion caused by the Farmers Market.

3. Improper application within the 12-month cooling off period for Related Applications (760 CMR 56.03(1)(e), 56.03(7))

For the purposes of 760 CMR 56.03(7), a related application shall mean that less than 12 months has elapsed between the date of an application for a Comprehensive Permit and any of the following:

- (a) the date of filing of a prior application for a variance, special permit, subdivision, or other approval related to construction on the same land, if that application was for a prior project that was principally non-residential in use, or if the prior project was principally residential in use, if it did not include at least 10% SHI Eligible Housing Units.
- (b) any date during which such an application was pending before a local permit granting authority
- (c) the date of final disposition of such an application (including all appeals); or
- (d) the date of withdrawal of such an application.

The previous owner of 40 Centre St, Warren Becker, filed a Demolition Application with the Town of Brookline on July 23, 2015. On August 11, 2015, the Brookline Preservation Commission subjected the application to a one-year stay of demolition (Appendix A). The 40 Centre Street Site Approval Application was filed on January 22, 2016. Because a Demolition Application qualifies as an approval related to construction on the same land, a comprehensive permit application cannot be filed with the Brookline Zoning Board of Appeals until **August 11, 2016** (760 CMR 56.03(7)(c)).

We believe that the Site Approval Application should be updated to include the prior Demolition Application, which is missing from the Previous Development Efforts section on page 5. We note that the Applicant and the seller of this property may have coordinated their activities regarding permit applications. In Rider A of the Purchase and Sale Agreement (pages 73 to 77 included with the Site Approval Application), Clause 50 states that "Buyer intends to do a 40B project on the premises. Provided Buyers receives all necessary 40B permits from the Town of Brookline and the State of Massachusetts for the 40B project, Buyer shall pay Seller a bonus of \$250,000.00." It is likely that the Applicant was aware of the Demolition Application filed in July 2015.

Summary

In summary, the Site Approval Application falls short of at three provisions under 760 CMR 56. In order to conform to the DCHD Design Guidelines, **we believe that the proposed project should be scaled down to a 4-story, brick residential building with a 30-foot setback.** Second, the Applicant is requested to conduct a traffic impact study after construction begins on the Devotion School. Finally, we believe that a Comprehensive Permit Application cannot be filed with the Zoning Board of Appeals until August 11, 2016, due to the Safe Harbor for Related Applications within 12 months.

We thank the Board of Selection for registering our concerns and opposition to a Comprehensive Permit for the proposed development in its current form.


Enclosures:

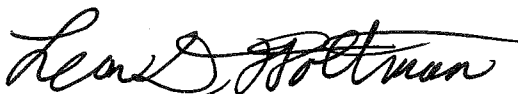
- Appendix A) Brookline Preservation Commission Demolition Application Report, August 2015
- Concurring signatures from Centre Street residents


cc: Polly Selkoe, Assistant Director for Regulatory Planning, Town of Brookline
cc: Jay Rosa, Zoning Coordinator, Brookline Zoning Board of Appeals


Yours sincerely,


Derek Chiang
41 Centre Street


Donald Sherak
50 Centre Street


Leon D. Woltman, Chairperson
41 Centre Street Condominium Trust


Gabriel Margolis, Secretary
41 Centre Street Condominium Trust


Alvin S. Yerkes, Treasurer
41 Centre Street Condominium Trust

Concurring Signatures from Centre Street Residents

Alison Osathin Silberman
41 Centre St # 301



Name & Address:

Gabriel Silberman
41 Centre St # 301



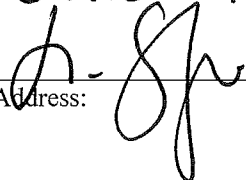
Name & Address:

IGOR SCHEIN
41 Centre St # 207



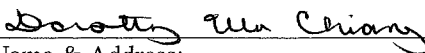
Name & Address:

Lucille Shore-Schein
41 Centre St # 207



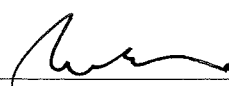
Name & Address:

DOROTHY WU CHIANG
41 CENTRE ST # 308



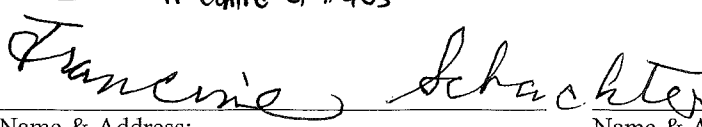
Name & Address:

Gustav Schachter
41 Centre St # 405



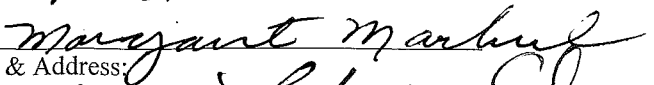
Name & Address:

Francine Schachter
41 Centre St # 405



Name & Address:

Margaret Marshall
41 Centre St. 403


Margaret Marshall
41 Centre St

Name & Address:

Name & Address:

P. Mol
41 Centre St. # 474

Name & Address:

Shella Batelman
41 Centre St. 407

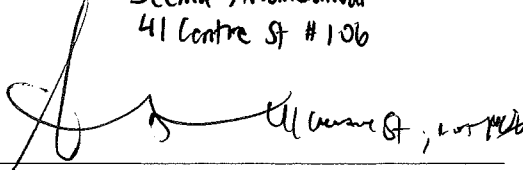
Name & Address:

Anatoly Tsirelson
41 Centre St. 407




Name & Address:

Seema Anandawar
41 Centre St # 106



Name & Address:

Robert Heist
41 Centre St # 105


Robert Heist
41 Centre St # 105

Name & Address:

Marcia M. Heist
41 Centre St. # 105

Concurring Signatures from Centre Street Residents

Plamen Ivanov
49 Centre St. apt 305

Name & Address:

Christine Wright
41 Centre St, apt. 305

Name & Address:

Kelsay Kunes
41 Centre St Apt 208

Name & Address:

ELSA JAKOB
41 CENTRE 203

Name & Address:

Ellen Margolis
41 Centre # 205

Name & Address:

MAYA RADZINSKI
41 CENTRE #202

Name & Address:

Mendy Weene
41 Centre #104

Name & Address:

David Weene
41 Centre St 104
Brookline

Name & Address:

walter Luntz
41 Centre St. # 102

Name & Address:

DAVID
SCHNEIDER #302
41 CENTRE ST. 302

Name & Address:

SHIFTA SCHNEIDER
41 Centre St, apt. 302
Brookline, ma 02446

Name & Address:

Angel Gonzalez
41 Centre St Apt 408

Name & Address:

William Lutzheiser
41 centres St Apt 408

Name & Address:

DAVID DECZE
41 CENTRE ST. apt 401

Name & Address:

Brookline Preservation Commission

Demolition Application Report

Address: 40 Centre Street

Petitioner: Warren Becker

Building type: Brick two family apartment house

National Register Listing (if Applicable): n/a



Historical/Architectural Significance:

The brick two-family house was designed by George Nelson Jacobs for Ellis L. Snider in 1921. Snider, born in Russia or Poland in 18907, came to America in 1905 and was naturalized in 1914. He lived in Boston before moving to 40 Centre Street after it was completed. He worked in real estate, had business interests as Snider & Drucker and Snider & Rudnick by the 1920s, was the president & treasurer of the Westland Avenue Garage (the site of the Symphony Garage) and the treasurer of the Boston Wharf Company. He married in Portland, Maine in 1912, became a Mason in 1922, and died in 1964. He lived at 40 Centre Street until he died. He rented out the other section, including Annie & Sam Shpunt (an upholsterer) in 1932 (and in 1944 to Mary & Leonard Windheim (coats).

Jacobs, the architect, was born in Boston to parents born in England. He graduated from the Jefferson Middle School in Boston and by 1912 was listed in the Boston Architectural Club Book. In 1913, he lived with his family (his father and brothers made cigars) in Dorchester and was a draftsman. He worked in the offices of A.L. Darrow and E.B. Stratton before going out on his own. He lived in Boston, Newton and Brookline. He worked as a chief carpenter's mate on Bumpkin Island during WWI. He was known for his apartment building designs, among them buildings on Park Drive, Commonwealth Avenue, Beacon Street (Boston) and on St. Mary's Street Beacon Street (Brookline). He also designed houses on Clinton Road, Carlton Street and St. Paul Street. His most prominent building is the Coolidge Corner Arcade, designed in 1927. He was hired by the Sniders, Drucker and Rudnick for several commercial buildings in Boston as well as their homes in Brookline. Along with 40 Centre Street, he was the architect for Benjamin Snider's house at 95 Carlton (1920) and Morris Rudick's at 104 Babcock (1925).

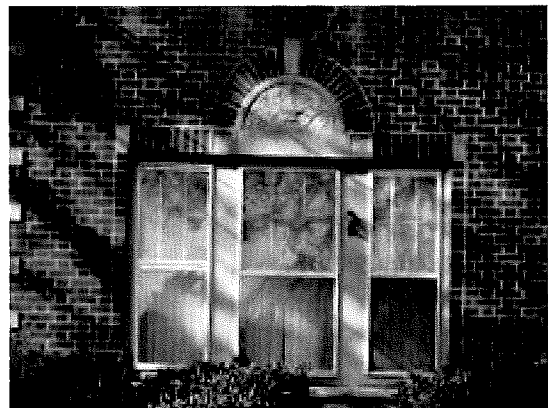
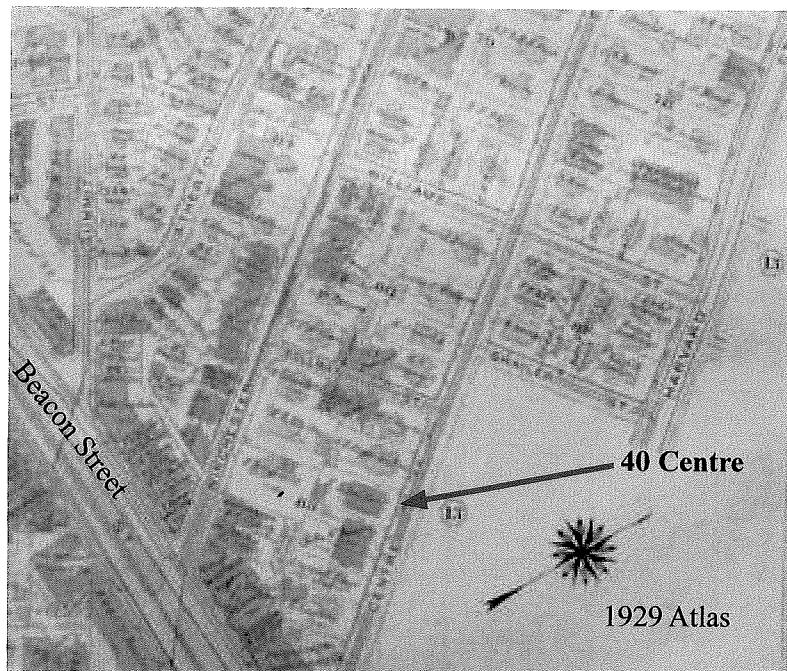
10. - 10

40 Centre Street
Demolition August 2015

The house at 40 Centre Street meets the following criteria for an initial determination of significance:

- c. The building is associated with one or more significant historic persons or events, or with the broad architectural, cultural, political, economic, or social history of the Town or Commonwealth; and
- d. The building is historically or architecturally significant in terms of its period, style, method of construction, or its association with a significant architect or builder, either by itself or as part of a group of buildings.

The house retains its integrity in terms of its location setting, design, workmanship, materials, feeling and association. Both the owner and architect were influential in the development of Brookline and Boston in the early 20th century. 40 Centre Street is in a Georgian/Federal Revival style, a favorite vocabulary for Jacobs.



40 Centre Street

Demolition Report August 2105

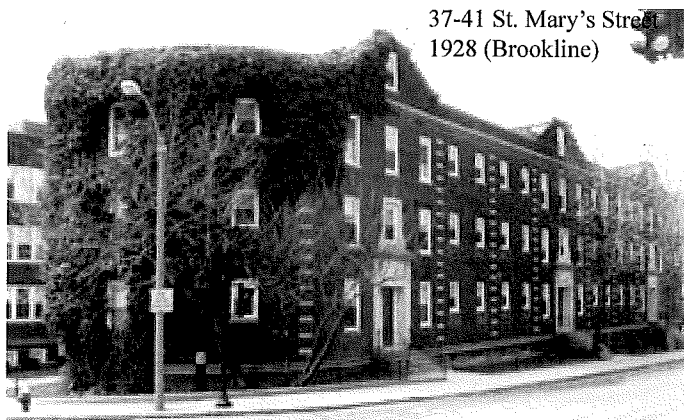


95 Carlton Street 1920 for Benjamin Snider

Designed by George N Jacobs



251 St. Paul Street 1915 for Harry Blumenthal



37-41 St. Mary's Street 1928 (Brookline)



Coolidge Corner Arcade 1927



Crocker Building, 210 Lincoln St, Boston 1920



Coolidge Corner Arcade, built 1927

TOWN OF BROOKLINE PROGRAM BUDGET - FY2017

PROGRAM GROUP Administration and Finance
PROGRAM Legal Services

PROGRAM COSTS - LEGAL SERVICES						
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16		
				\$ CHANGE	% CHANGE	
Personnel	501,367	598,207	606,965	8,758	1.5%	
Services	283,031	129,409	230,309	100,900	78.0%	
Supplies	3,466	3,500	3,500	0	0.0%	
Other	98,634	112,000	112,000	0	0.0%	
Capital	2,819	3,000	3,000	0	0.0%	
TOTAL	889,316	846,116	955,774	109,658	13.0%	
BENEFITS			277,715			
REVENUE	245	10,000	10,000	0	0.0%	

TOWN OF BROOKLINE PROGRAM BUDGET

DATE PREPARED:

02/17/16

02:18 PM

PERSONNEL SERVICES WORKSHEET

DEPT. HEAD SIG: _____

PROGRAM Administration and Finance
GROUP

14101410

PROGRAM Legal Services

ACCT. #	POSITION TITLE	GRADE	NUMBER OF POSITIONS FUNDED		FY2016 SALARY RANGE		FY2016 BUDGET		FY2017 RECOMMENDATION	
			FY2014	FY2015	LOW	HIGH	NO.	AMOUNT	NO.	AMOUNT
510101	Permanent Full Time Salaries									
	Town Counsel	D-8	1.00	1.00	123,369	145,354	1.00	139,004	1.00	141,089
	Associate Town Counsel II	D-5	2.00	1.00	97,955	115,387	1.00	110,346	1.00	112,001
	First Assistant Town Counsel	T-15	0.00	1.00	101,510	114,854	1.00	112,846	1.00	114,854
	Associate Town Counsel I	T-14	1.00	1.00	95,764	108,353	1.00	97,468	1.00	99,203
	Senior Paralegal Secretary	T-5	1.00	1.00	58,926	66,672	1.00	66,672	1.00	66,672
	Paralegal Secretary	C-9	1.00	1.00	49,303	51,341	1.00	51,341	1.00	51,341
	Subtotal		6.00	6.00			6.00	577,677	6.00	585,160
	CDBG Charge-Off							(5,000)		(5,000)
	Net Total		6.00	6.00			6.00	572,677	6.00	580,160
510102	Permanent Part Time Salaries									
	Senior Clerk Typist	C-4	0.53	0.53	40,851	42,806	0.53	22,830	0.53	22,830
	Subtotal		0.53	0.53			0.53	22,830	0.53	22,830
	Other									
513044	Longevity Pay							2,350		3,625
515501	Clothing/Uniform Allowance							350		350
	Subtotal							2,700		3,975
	Total		6.53	6.53			6.53	598,207	6.53	606,965

TOWN OF BROOKLINE PROGRAM BUDGET

DATE PREPARED:

02/17/16

02:18 PM

PURCHASE OF SERVICES, SUPPLIES, OTHER CHARGES WORKSHEET (FORM 2)

DEPT. HEAD SIG.

PROGRAM
GROUP Administration and Finance
PROGRAM Legal Services

ACCT. #	ITEM	ORIG. FY2015 APPROP.	FY2015 EXPENDED	FY2015 VARIANCE	APPROP. FY2016	REQUESTED FY2017
522010	Purchase of Services	300	100	200	300	300
522016	Office Equipment Repair and Maintenance	600	648	(48)	850	850
523011	Data Processing Software Maintenance	2,159	2,159	(0)	2,159	3,059
524008	Copy Equipment Lease	80,000	200,919	(120,919)	80,000	180,000
524010	General Consulting- Outside Counsel	0	0	0	0	0
525002	Professional / Technical Services	2,500	2,511	(11)	3,100	3,100
528040	Wireless Communications	22,500	57,250	(34,750)	22,500	22,500
528080	Litigation Costs	19,500	19,444	56	20,500	20,500
	Subscriptions					
	Total Services	127,559	283,031	(155,472)	129,409	230,309
531012	Supplies					
533210	Office Supplies	3,500	3,300	200	3,500	3,500
	Meals and Receptions	0	166	(166)	0	0
	Total Supplies	3,500	3,466	34	3,500	3,500
553010	Other Charges					
553020	Professional Dues and Membership	3,000	2,916	84	3,500	3,500
556010	Conferences	3,500	2,014	1,486	3,500	3,500
	Claims and Settlement	105,000	93,704	11,296	105,000	105,000
	Total Other	111,500	98,634	12,866	112,000	112,000
5A0017	Capital					
	Leased Equipment (Computers)	3,000	2,819	181	3,000	3,000
	Total Capital	3,000	2,819	181	3,000	3,000

TOWN COUNSEL

Longevity

Amount	Date	
\$625	8/1/2005	Fleming Kerry
\$625	9/14/2005	Buchheit John
\$1,100	6/16/1980	Murphy Joslin
\$650	9/13/2006	Tavolieri Jane
\$625	11/2/2006	Michienzi Tracey
\$3,625	TOTAL	

In Lieu of Boots

Amt	No.	
\$350	1	C-9
\$350	1	TOTAL

2/17/2016

TOWN OF BROOKLINE PROGRAM BUDGET - FY2017

PROGRAM GROUP
Administration and Finance
Information Technology Department

PROGRAM COSTS - INFORMATION TECHNOLOGY DEPARTMENT						
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16		
				\$ CHANGE	% CHANGE	
Personnel	1,092,177	1,096,657	1,102,893	6,236	0.6%	
Services	585,914	645,322	516,272	(129,050)	-20.0%	
Supplies	33,843	10,350	10,350	0	0.0%	
Other	31,592	32,550	17,550	(15,000)	-46.1%	
Capital	40,296	41,100	241,100	200,000	486.6%	
TOTAL	1,783,823	1,825,980	1,888,165	62,185	3.4%	
BENEFITS			514,018			
REVENUE	551	1,250	1,250	0	0.0%	

Administration

PROGRAM COST						
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16		
				\$ CHANGE	% CHANGE	
Personnel	195,359	194,075	195,183	1,109	0.6%	
Services	488,042	337,468	234,468	(103,000)	-30.5%	
Supplies	33,843	5,350	5,350	0	0.0%	
Other	24,148	25,200	10,200	(15,000)	-59.5%	
Capital	34,169	37,275	237,275	200,000	536.6%	
TOTAL	775,562	599,368	682,476	83,109	13.9%	

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Application Management

PROGRAM COST						
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16		
				\$ CHANGE	% CHANGE	
Personnel	551,405	552,006	554,283	2,277	0.4%	
Services	44,621	192,484	216,523	24,039	12.5%	
Supplies	0	0	0	0	0.0%	
Other	7,444	7,350	7,350	0	0.0%	
Capital	6,128	1,275	1,275	0	0.0%	
TOTAL	609,597	753,115	779,430	26,315	3.5%	

SUMMARY OF SUB-PROGRAMS

ELEMENTS	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16		
				\$ CHANGE	% CHANGE	
Administration	775,562	599,368	682,476	83,109	13.9%	
Application Management	609,597	753,115	779,430	26,315	3.5%	
Network Support	271,973	366,559	317,974	(48,585)	-13.3%	
Help Desk	126,691	106,938	108,284	1,347	1.3%	
TOTAL	1,783,823	1,825,980	1,888,165	62,184	3.4%	

Network Support

PROGRAM COST						
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16		
				\$ CHANGE	% CHANGE	
Personnel	271,973	274,914	276,417	1,503	0.5%	
Services	0	90,370	40,282	(50,088)	-55.4%	
Supplies	0	0	0	0	0.0%	
Other	0	0	0	0	0.0%	
Capital	0	1,275	1,275	0	0.0%	
TOTAL	271,973	366,559	317,974	(48,585)	-13.3%	

Help Desk

PROGRAM COST						
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16		
				\$ CHANGE	% CHANGE	
Personnel	73,440	75,663	77,009	1,347	1.8%	
Services	53,251	25,000	25,000	0	0.0%	
Supplies	0	5,000	5,000	0	0.0%	
Other	0	0	0	0	0.0%	
Capital	0	1,275	1,275	0	0.0%	
TOTAL	126,691	106,938	108,284	1,347	1.3%	

TOWN OF BROOKLINE PROGRAM BUDGET
PERSONNEL SERVICES WORKSHEET
PROGRAM GROUP: Information Technology Department

DATE PREPARED: 02/17/16 12:27 PM
DEPT HEAD SIG: _____
PROGRAM

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LCCT #	POSITION TITLE	GRADE	NUMBER OF POSITIONS FUNDED		FY2016 SALARY RANGE		FY2016 BUDGET		FY2017 RECOMMENDATION		Administ. 19001941	Application Management 19001942	Network Support 19001943	Help Desk 19001944
			FY2014	FY2015	LOW	HIGH	NO.	AMOUNT	NO.	AMOUNT				
510101	Permanent Full Time Salaries													
	Chief Information Officer	D-8	1.00	1.00	123,396	145,354	1.00	145,354	1.00	145,354	145,354			
	Director of IT Applications	T-15	1.00	1.00	101,510	114,854	1.00	114,854	1.00	114,854		114,854		
	Manager Network Operations	T-13	1.00	1.00	90,343	102,220	1.00	102,220	1.00	102,220			102,220	
	Web Developer	T-10	1.00	1.00	77,313	87,476	1.00	87,476	1.00	87,476		87,476		
	GIS Admin/Developer	T-10	1.00	1.00	77,313	87,476	1.00	87,476	1.00	87,476		87,476		
	Information Systems Analyst	T-10	1.00	1.00	77,313	87,476	1.00	87,476	1.00	87,476		87,476		
	Network Systems Administrator	T-10	2.00	2.00	77,313	87,476	2.00	171,919	2.00	173,422			173,422	
	Database Administrator	T-9	1.00	1.00	74,339	84,112	1.00	84,112	1.00	84,112		84,112		
	Help Desk Technician	T-9	1.00	1.00	74,339	84,112	1.00	75,663	1.00	77,009				77,009
	Senior Programmer Analyst	T-8	1.00	1.00	71,480	80,876	1.00	80,876	1.00	80,876			80,876	
	Administrative Assistant	C-8	1.00	1.00	46,870	48,855	1.00	48,371	1.00	48,355	48,855			
	Subtotal		11.00	12.00			12.00	1,081,287	12.00	1,086,098	194,208	539,238	275,642	77,009
510901	Temporary Part Time Salaries													
	G.S. Interns		0.40	0.40	\$12.00 /hr.	\$20.60 /hr.	0.40	11,745	0.40	11,745		11,745		
	Other		0.40	0.40			0.40	11,745	0.40	11,745	0	11,745	0	0
513044	Longevity Pay							3,275			625	3,300	775	
515501	Clothing/Uniform Allowance							350			350			
	Subtotal							3,625		5,050	975	3,300	775	0
	Total		11.40	12.40			12.40	1,096,657	12.40	1,102,893	195,183	554,283	276,417	77,009

TOWN OF BROOKLINE PROGRAM BUDGET
PURCHASE OF SERVICES, SUPPLIES, OTHER CHARGES WORKSHEET
PROGRAM GROUP: Information Technology

DATE PREPARED: 02/17/16 12:27 PM
DEPT. HEAD SIG.

T. #	ITEM	ORIG. FY2014 APPROP.	FY2015 EXPENDED	FY2015 VARIANCE	APPROP. FY2016	REQUESTED FY2017	Administ. 19001941	Application Management 19001942	Network Support 19001943	Help Desk 19001944
522015	Purchase of Services									
522016	Data Processing Equipment Repair/Maint.	125,088	77,546	47,542	125,088	12,000	12,000	191,523	34,782	20,000
522019	Data Processing Software Maintenance	176,266	221,835	(45,569)	222,266	246,305		3,000		
523011	Equipment Service Contract	3,000	0	3,000	3,000	3,000				
523012	Copier Lease	2,431	2,431	0	2,431	2,431	2,431			
524002	Copier Service Contract	620	0	620	620	620	620			
524008	Office/Clerical Services	0	455	(455)	0	0	0			
524010	General Consulting	80,000	95,048	(15,048)	80,000	40,000	15,000	20,000	5,000	5,000
524031	Professional/Technical Services	5,000	751	5,000	5,000	5,000				
525001	Internet Related Services	2,000	751	1,249	2,000	2,000		2,000		
525002	Telecomm	201,917	182,658	19,259	201,917	201,917	201,417		500	
	Wireless Communications	3,000	5,190	(2,190)	3,000	3,000	3,000			
	TOTAL SERVICES	599,322	585,914	13,408	645,322	516,272	234,468	216,523	40,282	25,000
531012	Supplies									
531015	Office Supplies	350	3,921	(3,571)	350	350	350			
531018	Data Processing Supplies	28,500	28,223	277	5,000	5,000	5,000			5,000
	Data Processing Software	5,000	1,700	3,300	5,000	5,000				
	TOTAL SUPPLIES	33,850	33,843	7	10,350	10,350	5,350	0	0	5,000
551040	Other Charges									
551099	In-State Mileage	200	0	200	200	200	200			
553010	Education/Training/Conferences	32,350	30,552	1,798	32,350	17,350	10,000	7,350		
	Professional Dues/Memberships	0	1,040	(1,040)	0	0				
	TOTAL OTHER	32,550	31,592	958	32,550	17,550	10,200	7,350	0	0
5A0005	Capital									
5A0017	Data Processing Equipment	13,000	11,528	1,472	13,000	13,000	13,000			
5A0035	Leased Data Storage Equip	5,100	6,128	(1,028)	5,100	5,100	1,275	1,275		1,275
5A0036	Leased Network Equipment & software	23,000	22,641	359	23,000	23,000	200,000			
	TOTAL CAPITAL	41,100	40,296	804	41,100	241,100	237,275	1,275	1,275	1,275

Information Technology

Longevity

	Date	Amt	Administrative 19001941	Application Management 19001942	Network Support 19001943	Help Desk 19001944
Assela	Zeray	12/01/1998	\$775			
Avellani	Ren	8/15/2005	\$625	625	775	
Junicke	Dale	09/02/1991	\$950	950		
Stokes	Kevin	10/17/2005	\$625			
Vivante	Benjamin	08/28/1999	\$775	775		
Yang	Feng	4/1/1996	\$950	950		
TOTAL			\$ 4,700	625	3,300	775
						0

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	#	Amt	Administrative 19001941	Application Management 19001942	Infrastructure/ Hardware Support 19001943	Help Desk 19001944
Boots						
Administrative Assistant	1	350	350			
	1	350	TOTAL	350	0	0

TOWN OF BROOKLINE PROGRAM BUDGET - FY2017

PROGRAM GROUP
PROGRAM Leisure Services
Recreation Department

PROGRAM COSTS - RECREATION DEPARTMENT					
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16	
				\$ CHANGE	% CHANGE
Personnel	689,797	702,041	710,662	8,621	1.2%
Services	55,385	23,037	23,037	0	0.0%
Supplies	88,549	86,480	86,480	0	0.0%
Other	12,264	12,400	12,400	0	0.0%
Utilities	160,349	164,356	153,165	(11,191)	-6.8%
Capital	4,020	34,020	4,020	(30,000)	-88.2%
TOTAL	1,010,362	1,022,334	989,764	(32,570)	-3.2%
BENEFITS			820,717		
REVENUE	64,000	64,000	64,000	0	0.0%

Administration

SUB-PROGRAM COSTS					
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16	
				\$ CHANGE	% CHANGE
Personnel	459,073	481,499	487,813	6,313	1.3%
Services	54,792	22,245	22,245	0	0.0%
Supplies	30,558	30,980	49,980	19,000	61.3%
Other	12,264	12,400	12,400	0	0.0%
Utilities	20,701	22,441	22,441	1,739	8.4%
Capital	3,546	33,600	3,600	(30,000)	-89.3%
TOTAL	581,783	601,426	598,478	(2,948)	-0.5%

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SUMMARY OF SUB-PROGRAMS					
SUB-PROGRAMS	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16	
				\$ CHANGE	% CHANGE
Administration	581,783	601,426	598,478	(2,948)	-0.5%
Swimming Pool	428,579	420,909	391,286	(29,623)	-7.0%
TOTAL	1,010,362	1,022,334	989,764	(32,570)	-3.2%

Swimming Pool

SUB-PROGRAM COSTS					
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16	
				\$ CHANGE	% CHANGE
Personnel	230,723	220,543	222,850	2,307	1.0%
Services	593	792	792	0	0.0%
Supplies	57,990	55,500	36,500	(19,000)	-34.2%
Other	0	0	0	0	0.0%
Utilities	138,798	143,654	130,724	(12,930)	-9.0%
Capital	475	420	420	0	0.0%
TOTAL	428,579	420,909	391,286	(29,623)	-7.0%

TOWN OF BROOKLINE PROGRAM BUDGET - FY2017

PROGRAM
GROUP
PROGRAM

Leisure Services
Golf Enterprise

SUB-PROGRAM COSTS - GOLF ENTERPRISE						
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16		
				\$ CHANGE	% CHANGE	
Personnel	420,984	470,099	536,311	66,212	14.1%	
Services	124,865	126,648	123,648	(3,000)	-2.4%	
Supplies	185,650	193,950	223,250	29,300	15.1%	
Other	3,009	8,100	8,100	0	0.0%	
Utilities	108,817	103,919	109,880	5,961	5.7%	
Capital	84,580	76,050	86,420	10,370	13.6%	
Intragovernmental	163,049	177,791	182,097	4,307	2.4%	
Debt Service	186,476	194,755	228,125	33,370	17.1%	
Reserve	0	25,000	25,000	0	0.0%	
TOTAL	1,277,431	1,376,311	1,522,831	146,520	10.6%	
BENEFITS			110,218			
REVENUE	1,273,214	1,376,311	1,522,831	146,519	10.6%	

TOWN OF BROOKLINE PROGRAM BUDGET - FY2017

PROGRAM Leisure Services
 GROUP
 PROGRAM Revolving Fund

SUB-PROGRAM COSTS - REVOLVING FUND					
CLASS OF EXPENDITURES	ACTUAL		BUDGET		FY17 vs. FY16
	FY2015	FY2016	FY2017	\$ CHANGE	% CHANGE
Personnel	1,619,897	1,815,917	1,880,801	64,884	3.6%
Services	267,606	365,463	380,105	14,642	4.0%
Supplies	138,700	193,942	188,842	(5,100)	-2.6%
Other	41,795	42,842	42,842	0	0.0%
Utilities	93,508	102,383	108,172	5,789	5.7%
Capital	6,390	7,980	7,980	0	0.0%
Intragovernmental	349,934	354,124	375,900	21,776	6.1%
TOTAL	2,517,829	2,882,651	2,984,641	101,990	3.5%
BENEFITS			332,462		
TOTAL REVENUE	2,662,560	2,882,651	2,984,641	101,990	3.5%

SUMMARY OF SUB-PROGRAMS					
SUB-PROGRAMS	ACTUAL		BUDGET		FY17 vs. FY16
	FY2015	FY2016	FY2017	\$ CHANGE	% CHANGE
Soule Center	782,265	788,030	867,776	79,745	10.1%
Soule Gym	32,088	51,832	47,622	(4,210)	-8.1%
Ice Skating Rink	210,576	262,923	255,325	(7,598)	-2.9%
Environmental Ed Center	103,525	109,041	111,721	2,680	2.5%
Aquatic	361,646	450,784	459,003	8,218	1.8%
Eliot	149,255	204,109	201,246	(2,862)	-1.4%
Tappan	184,803	226,969	231,020	4,052	1.8%
Outdoor Recreation	450,385	482,406	505,670	23,264	4.8%
Outdoor Athletic	164,448	169,857	194,583	24,726	14.6%
Off Site	78,836	108,906	110,675	1,770	1.6%
TOTAL	2,517,829	2,882,651	2,984,641	101,990	3.5%

Soule Center (Rec 1)

SUB-PROGRAM COSTS					
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16	
				\$ CHANGE	% CHANGE
Personnel	497,077	479,827	512,352	32,524	6.8%
Services	58,779	75,748	78,090	2,342	3.1%
Supplies	29,283	29,900	28,500	(1,400)	-4.7%
Other	4,868	6,500	6,500	0	0.0%
Utilities	31,257	28,425	31,917	3,492	12.3%
Capital	2,600	2,600	2,600	0	0.0%
Intragovernmental	158,401	165,030	207,817	42,787	25.9%
TOTAL	782,265	788,030	867,776	79,745	10.1%
REVENUE	658,041	810,322	857,611	47,289	5.8%

Soule Gym (Rec 2)

SUB-PROGRAM COSTS					
CLASS BY EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16	
				\$ CHANGE	% CHANGE
Personnel	13,031	24,708	25,904	1,196	4.8%
Services	7,401	11,850	12,750	900	7.6%
Supplies	418	1,476	1,366	(110)	-7.5%
Other	0	0	0	0	0.0%
Capital	0	0	0	0	0.0%
Intragovernmental	11,239	13,798	7,602	(6,196)	-44.9%
TOTAL	32,068	51,832	47,622	(4,210)	-8.1%
REVENUE	40,004	69,796	70,996	1,200	1.7%

Ice Skating and Rink (Rec 3)

SUB-PROGRAM COSTS					
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16	
				\$ CHANGE	% CHANGE
Personnel	108,222	126,220	131,901	5,681	4.5%
Services	22,828	31,275	22,175	(9,100)	-29.1%
Supplies	10,430	18,900	18,620	(280)	-1.5%
Other	0	0	0	0	0.0%
Utilities	56,899	71,850	74,147	2,297	3.2%
Capital	938	880	880	0	0.0%
Intragovernmental	11,239	13,798	7,602	(6,196)	-44.9%
TOTAL	210,576	262,923	255,325	(7,598)	-2.9%
REVENUE	168,536	158,596	161,768	3,172	2.0%

Brookline Environmental Ed Center (BEEC) (Rec 4)

SUB-PROGRAM COSTS					
CLASS BY EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16	
				\$ CHANGE	% CHANGE
Personnel	66,533	70,457	73,128	2,671	3.8%
Services	8,692	10,740	12,640	1,900	17.7%
Supplies	2,163	1,500	2,120	620	41.3%
Other	605	1,000	1,000	0	0.0%
Utilities	3,497	2,108	2,108	0	0.0%
Capital	0	0	0	0	0.0%
Intragovernmental	22,036	23,236	20,725	(2,511)	-10.8%
TOTAL	103,525	109,041	111,721	2,680	2.5%
REVENUE	60,525	52,589	54,163	1,574	3.0%

Aquatic (Rec 5)

SUB-PROGRAM COSTS					
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16	
				\$ CHANGE	% CHANGE
Personnel	316,318	368,637	381,778	13,141	3.6%
Services	14,059	26,153	28,953	2,800	10.7%
Supplies	13,965	33,312	31,532	(1,780)	-5.3%
Other	4,072	5,919	5,919	0	0.0%
Utilities	0	0	0	0	0.0%
Capital	0	1,000	1,000	0	0.0%
Intragovernmental	13,232	15,763	9,821	(5,942)	-37.7%
TOTAL	361,646	450,784	459,003	8,218	1.8%
REVENUE	565,001	570,000	577,765	7,765	1.4%

Elliot Rec Center (Rec 6)

SUB-PROGRAM COSTS					
CLASS OF EXPENDITURES	ACTUAL FY2015	BUDGET FY2016	REQUEST FY2017	FY17 vs. FY16	
				\$ CHANGE	% CHANGE
Personnel	81,140	122,771	128,587	5,816	4.7%
Services	21,348	32,568	32,168	(400)	-1.2%
Supplies	17,469	21,169	17,309	(3,860)	-18.2%
Other	2,614	2,625	2,625	0	0.0%
Utilities	1,815	0	0	0	0.0%
Capital	2,024	3,000	3,000	0	0.0%
Intragovernmental	22,844	21,975	17,557	(4,418)	-20.1%
TOTAL	149,253	204,109	201,246	(2,862)	-1.4%
REVENUE	131,878	119,500	114,500	(5,000)	-4.2%

Tappan Street Gym (Rec 7)

SUB-PROGRAM COSTS						FY17 vs. FY16	
CLASS BY	ACTUAL	BUDGET	REQUEST	\$ CHANGE		% CHANGE	
EXPENDITURES	FY2015	FY2016	FY2017				
Personnel	95,625	125,562	132,055	6,494	900	5.2%	2.8%
Services	23,617	32,165	33,065	900	1,310	2.8%	6.9%
Supplies	13,976	18,925	20,235	1,310	0	0.0%	0.0%
Other	5,523	6,584	6,584	0	0	0.0%	0.0%
Capital	233	500	500	0	0	0.0%	0.0%
Intragovernmental	45,829	43,233	38,581	(4,652)		-10.8%	
TOTAL	184,803	226,969	231,020	4,052		1.8%	
REVENUE	161,389	175,448	182,148	6,700		3.8%	

Off Site (Rec 10)

SUB-PROGRAM COSTS						FY17 vs. FY16	
CLASS OF	ACTUAL	BUDGET	REQUEST	\$ CHANGE		% CHANGE	
EXPENDITURES	FY2015	FY2016	FY2017				
Personnel	26,741	46,345	48,530	2,185	900	4.7%	1.8%
Services	36,303	49,762	50,662	900	0	0.0%	0.0%
Supplies	3,187	2,700	2,700	0	0	0.0%	0.0%
Other	0	300	300	0	0	0.0%	0.0%
Utilities	39	0	0	0	0	0.0%	0.0%
Capital	0	0	0	0	0	0.0%	0.0%
Intragovernmental	12,566	9,798	8,483	(1,315)		-13.4%	
TOTAL	78,836	108,906	110,675	1,770		1.6%	
REVENUE	39,778	46,900	46,900	0		0.0%	

Outdoor Recreation Programs (Rec 8)

SUB-PROGRAM COSTS						FY17 vs. FY16	
CLASS OF	ACTUAL	BUDGET	REQUEST	\$ CHANGE		% CHANGE	
EXPENDITURES	FY2015	FY2016	FY2017				
Personnel	377,316	370,763	391,590	20,827	700	5.6%	1.1%
Services	35,244	61,030	61,730	700	2,800	8.2%	0.0%
Supplies	20,416	34,110	36,910	2,800	0	0.0%	0.0%
Other	2,275	4,739	4,739	0	0	0.0%	0.0%
Utilities	0	0	0	0	0	0.0%	0.0%
Capital	575	0	0	0	0	0.0%	0.0%
Intragovernmental	14,559	11,764	10,701	(1,062)		-9.0%	
TOTAL	450,385	482,406	505,670	23,264		4.8%	
REVENUE	647,992	615,000	630,024	15,024		2.4%	

Outdoor Athletics (Rec 9)

SUB-PROGRAM COSTS						FY17 vs. FY16	
CLASS OF	ACTUAL	BUDGET	REQUEST	\$ CHANGE		% CHANGE	
EXPENDITURES	FY2015	FY2016	FY2017				
Personnel	37,894	52,832	54,976	2,144	13,700	4.1%	-7.5%
Services	39,335	34,172	47,872	13,700	(2,400)	40.1%	0.0%
Supplies	27,392	31,950	29,550	(2,400)	0	-7.5%	0.0%
Other	21,838	15,175	15,175	0	0	0.0%	0.0%
Capital	0	0	0	0	0	0.0%	0.0%
Intragovernmental	37,989	35,727	47,010	11,282		31.6%	
TOTAL	164,448	169,857	194,583	24,726		14.6%	
REVENUE	259,786	264,500	288,767	24,267		9.2%	

TOWN OF BROOKLINE PROGRAM BUDGET

PERSONNEL SERVICES WORKSHEET (FORM 1)

PROGRAM GROUP: Leisure Services

DATE PREPARED:

02/17/16

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DEPT. HEAD SIG.:

PROGRAM Recreation Department

PROGRAM

Recreation Department

ACCT #	POSITION TITLE	GRADE	NUMBER OF POSITIONS FUNDED		FY2016 SALARY RANGE		FY2016 BUDGET		FY2017 RECOMMENDATION		Administ. 63006300	Swimming Pool 63006310
			FY2014	FY2015	LOW	HIGH	NO.	AMOUNT	NO.	AMOUNT		
510101	Permanent Full Time Salaries											
	Director	D-6	1.00	1.00	105,792	124,617	1.00	113,968	1.00	115,677	115,677	0
	Assistant Director	T-10	1.00	1.00	77,313	87,476	1.00	84,443	1.00	85,946	85,946	0
	Therapeutic Recreation Specialist	T-4	1.00	1.00	54,561	61,733	1.00	54,561	1.00	55,532	55,532	0
	Area Manager / Programs	GN-10	1.00	1.00	61,053	64,125	1.00	64,125	1.00	64,125	64,125	0
	Area Manager / Aquatic Director	GN-10	1.00	1.00	61,053	64,125	1.00	64,125	1.00	65,408	64,125	0
	Director Early Learning Center	GN-10	1.00	0.00	61,053	64,125	0.00	0	0.00	0	0	0
	Business/Administrative Manager	GN-10	1.00	1.00	61,053	64,125	1.00	61,053	1.00	62,061	62,061	0
	Recreation Leader	GN-7	1.00	1.00	51,313	53,895	1.00	53,020	1.00	53,894	0	53,894
	Building Custodian	MN-4	1.00	1.00	51,574	54,201	1.00	54,201	1.00	54,201	0	54,201
	Marketing/Office Assistant	C-7	0.00	1.00	44,986	46,953	1.00	47,985	1.00	47,985	47,985	0
	Senior Office Assistant	C-6	0.00	1.00	43,792	45,747	1.00	44,435	1.00	44,908	44,908	0
	Senior Clerk Typist	C-4	1.00	0.00	40,049	41,967	0.00	0	0.00	0	0	0
	Recreation Receptionist	C-4	1.00	1.00	40,049	41,967	1.00	41,967	1.00	41,967	0	41,967
	Facilities Assistant		1.00	0.00			0.00	0	0.00	0	0	0
	Subtotal		12.00	11.00			11.00	683,883	11.00	691,703	476,234	215,470
	Other											
510140	Shift Differential							3,500		3,500	2,142	1,358
510300	Regular Overtime							7,959		7,959	4,287	3,672
513044	Longevity Pay							3,900		4,700	3,400	1,300
515501	Clothing/Uniform Allowance (In Lieu of Boots)							2,800		2,800	1,750	1,050
	Subtotal							18,159		18,959	11,579	7,380
	Total		12.00	11.00			11.00	702,041	11.00	710,662	487,813	222,850

[illegible]

PURCHASE OF SERVICES, SUPPLIES, OTHER CHARGES WORKSHEET

DATE PREPARED:

02/17/16

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PROGRAM
GROUP Leisure Services
PROGRAM Recreation Department

DEPT. HEAD SIG.

ACCT #	ITEM	ORG. FY2015 APPROP.	FY2015 EXPENDED	FY2015 VARIANCE	APPROP. FY2016	REQUESTED FY2017	Administ. 63006300	Swimming Pool 63006310
523016	Software Service Contract	10,000	9,034	966	11,000	11,000	11,000	
523090	Other Rentals and Leases	312	418	(106)	312	312	245	312
523595	Equipment Cleaning/Repair/Main.	0	175	(175)	0	0	0	
524002	Office/Clerical Services	245	245	0	245	245	245	
525002	Wireless Communications	4,400	9,788	(5,388)	10,380	10,380	10,000	380
525030	Printing Services	40,825	35,225	5,600	0	0	0	
525060	Advertising	1,100	500	600	1,100	1,100	1,000	100
	Total	56,882	55,385	1,497	23,037	23,037	22,245	792
531012	Office Supplies	14,480	14,641	(161)	14,480	14,480	13,980	500
532015	Equipment Maintenance Supplies	19,000	16,070	2,930	19,000	19,000	19,000	
532030	Custodial Supplies	51,000	42,997	8,003	46,000	46,000	11,000	35,000
533111	Special Program Supplies	6,000	5,509	491	6,000	6,000	6,000	
535010	Medical Supplies	1,000	0	1,000	1,000	1,000	0	1,000
539020	Recreation Supplies	0	9,331	(9,331)	0	0	0	
	Total	91,480	88,549	2,931	86,480	86,480	49,980	36,500
551020	Other Charges	0	389	(389)	0	0	0	
551070	In State Travel - Other	0	215	(215)	0	0	0	
551099	In State Business Meals	7,500	5,605	1,895	7,500	7,500	7,500	
552000	Education/Training/Conferences	0	291	(291)	0	0	0	
552010	Out-of-State Conventions	2,400	2,385	15	2,400	2,400	2,400	
552020	Airfare	1,300	2,114	(814)	1,300	1,300	1,300	
553010	Hotel	1,200	1,265	(65)	1,200	1,200	1,200	
	Total	12,400	12,264	136	12,400	12,400	12,400	0
561010	Utilities	115,267	103,186	12,081	113,635	90,495	10,273	80,223
561011	Natural Gas	26,866	41,778	(14,912)	27,397	39,040	5,351	33,689
561021	Gasoline	4,179	2,839	1,341	2,705	3,997	3,997	
561022	Diesel	2,787	1,626	1,161	1,613	2,060	2,060	
561030	Water and Sewer	17,261	10,920	6,342	19,006	17,573	760	16,813
	Total	166,362	160,349	6,013	164,356	153,165	22,441	130,724
5A0001	Capital	0	0	0	30,000	0	0	
5A0017	Leased Equipment (Computers)	4,020	4,020	0	4,020	4,020	3,600	420
	Total	4,020	4,020	0	34,020	4,020	3,600	420

TOWN OF BROOKLINE PROGRAM BUDGET

02/17/16

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PERSONNEL SERVICES WORKSHEET (FORM 1)

PROGRAM GROUP: Leisure Services

6360E700

Golf Enterprise Fund

ACCT.#	POSITION TITLE	GRADE	NUMBER OF POSITIONS FUNDED		FY2016 SALARY RANGE		FY2016 BUDGET		FY2017 RECOMMENDATION	
			FY2014	FY2015	LOW	HIGH	NO.	AMOUNT	NO.	AMOUNT
510101	Permanent Full Time Salaries									
	Head Golf Pro / Operations Manager	T-8	1.00	1.00	71,480	80,876	1.00	79,462	1.00	80,876
	Head Superintendent	GN-13	1.00	1.00	71,458	75,053	1.00	75,053	1.00	75,053
	Assistant Superintendent	GN-7	1.00	1.00	51,313	53,894	1.00	53,894	1.00	53,894
	Subtotal		3.00	3.00			3.00	208,410	3.00	209,824
510901	Temporary Part Time Salaries									
	Seasonals									
	Teachers/Instructors		0.00	0.00			0.00	242,370		296,763
	Subtotal							6,120		6,120
	Other							248,490	0.00	302,883
513044	Longevity Pay							650		650
515059	A-Day Buyouts							4,300		4,300
515501	Clothing/Uniform Allowance (In Lieu of Boots)							700		700
	Subtotal							5,650		5,650
	Collective Bargaining Increase - FY16							7,549		7,549
	Collective Bargaining Increase - FY17									10,405
	Total		3.00	3.00			3.00	470,099	3.00	536,311

PURCHASE OF SERVICES, SUPPLIES, OTHER CHARGES WORKSHEET

GROUP Leisure Services

PROGRAM Golf Enterprise Fund

DATE PREPARED:

DEPT. HEAD SIG.

ACCT. #	ITEM	ORIG. FY2015	EXPENDED	FY2015	APPROP.	REQUESTED
	Purchase of Services					
521610	Cable TV	500	540	(40)	500	500
522015	Data Processing Repair and Maintenance	1,794	2,168	(374)	1,794	1,794
522400	Building Repair & Maintenance	15,000	16,842	(1,842)	15,000	15,000
523011	Copier Lease	639	639	0	639	639
523013	Computer Hardware Rental	1,445	1,538	(93)	1,445	1,445
523015	Software Service Contract	2,250	3,535	(1,285)	2,250	2,250
523071	Other Equipment Rental/Lease	44,040	44,615	(575)	46,320	46,320
523090	Other Rentals and Leases	3,000	2,335	665	3,000	3,000
523595	Equipment Cleaning/Repair	15,000	14,976	24	15,000	22,000
524008	General Consulting Services	0	2,500	(2,500)	0	0
524010	Technical Services	4,700	5,450	(750)	4,700	4,700
525030	Printing Services	1,100	1,705	(605)	750	750
525060	Advertising Services	7,500	1,176	6,324	5,000	5,000
525250	Contracted Services	15,000	3,715	11,285	20,000	20,000
528010	Credit Card Service Charges	20,000	22,881	(2,881)	20,000	250
528020	Licenses	250	250	0	250	250
Services Total						
		132,218	124,865	7,353	126,648	123,648
Supplies						
531012	Office Supplies	500	0	500	500	500
531040	Pro Shop Supplies	56,000	76,345	(20,345)	66,500	68,000
532015	Equipment Maintenance Supplies	35,000	31,780	3,221	40,000	40,000
532030	Custodial Supplies	500	0	500	500	500
532415	Agricultural Supplies	69,200	64,127	5,073	69,200	82,000
533210	Meals and Receptions	750	1,223	(473)	750	750
539020	Recreation Supplies	8,000	12,175	(4,175)	16,500	31,500
Supplies Total						
		169,950	185,650	(15,700)	193,950	223,250
Other						
551099	Education/Training/Conferences	0	365	(365)	4,000	4,000
553010	Professional Dues/Memberships	4,100	2,524	1,576	4,100	4,100
558001	Cash Over Short	0	120	(120)	0	0
Other Total						
		4,100	3,009	1,091	8,100	8,100
Utilities						
561010	Electricity	13,497	16,282	(2,785)	15,139	13,196
561011	Natural Gas	12,403	15,129	(2,725)	14,334	14,238
561012	Heating Oil	500	0	500	500	500
561014	Propane	0	5,178	(5,178)	0	8,000
561021	Gasoline	14,459	12,283	2,176	14,459	14,459
561022	Diesel Fuel	9,487	11,085	(1,598)	9,487	9,487
561030	Water/Sewer	48,191	48,860	(668)	50,000	50,000
Utilities Total						
		98,538	108,817	(10,279)	103,919	109,880
Capital						
5A0017	Leased Equipment (Computers)	3,050	1,210	1,840	3,050	3,050
5A0018	Lease/Purchase Agreement	83,370	83,370	(0)	73,000	83,370
Capital Total						
		86,420	84,580	1,840	76,050	86,420
Intragovernmental						
597100	Reimbursement to General Fund	163,049	163,049	0	177,791	182,097
Intragovernmental Total						
		163,049	163,049	0	177,791	182,097
Debt Service						
582086	Principal	150,000	150,000	0	154,000	173,500
582088	Interest	36,476	36,476	(0)	40,755	54,625
Debt Service Total						
		186,476	186,476	(0)	194,755	228,125
Reserve						
		31,543	0	31,543	25,000	25,000
Reserve Total						
		31,543	0	31,543	25,000	25,000
Revenue						
424001	Greens Fees	965,000	895,052	(69,948)	952,211	1,027,431
424002	Cart Rentals	180,000	190,539	10,539	193,000	194,661
424004	Pro Shop Merchandise	45,423	44,558	(865)	46,786	48,190
424005	Handicap Fees	80,000	87,910	7,910	95,314	100,000
424007	Advertising Revenue	2,000	0	(2,000)	24,000	25,000
424008	Club Rentals	11,000	12,624	1,624	12,000	13,000
424009	Clubhouse Rentals	7,000	17,708	10,708	18,000	22,000
424010	Golf Range Balls	0	0	0	19,000	3,000
452010	Investment Income	3,500	914	(2,586)	3,000	60,549
491030	Premium on Sale of Bonds	0	14,615	14,615	0	0
Revenue Total						
		1,331,923	1,298,830	(33,093)	1,376,311	1,522,831

Recreation

Longevity

Recreation

	Date	Amount	Administ. 63006300	Swimming Pool 63006310	GOLF ENT FUND	REC REVOLV
Battie	3/1/1993	\$950	950			
Cohen	9/8/2006	\$650	650			
Fusco	10/31/2000	\$650				650 6325SL04
Kelly	9/15/1989	\$1,150	1,150			
Lovering	6/10/1987	\$1,300		1,300		
Callahan	10/3/2005	\$650	650		650	
Murphy	3/14/2005	\$650				
Randolph	6/26/2002	\$800				800 6321SL04
TOTAL		\$4,700	\$ 3,400	\$ 1,300	\$ 650	\$ 1,450
GF TOTAL		\$ 4,700				

Uniform/Boots

paygrade	title	Gen Fund	Golf	Revolving	FY15
C042	Receptionist Sr. Clerk	350			63006310
C045	Senior Clerk Typist	350			63006300
GN044	Lead Teacher			350	6321SL04
GN074	Administrative Lead Teacher			350	6321SL04
GN033	Assistant Recreation Leader II-Childrens Program			350	6321SL04
GN043	Lead Teacher			350	6321SL04
GN043	Lead Teacher			350	6321SL04
GN043	Lead Teacher Preschool			350	6321SL04
GN042	Lead Teacher			350	6321SL04
GN074	Golf Course Asst Superintendent		350		6360E700
GN074	Recreation Leader	350			63006310
GN083	Business Manager	350			63006300
GN102	Area Manager - Soule	350			6301SL04
GN104	Area Manager/Programs	350			63006300
GN104	Area Manager/Aquatics Director	350			63006310
GN134	Golf Course Superintendent	350	350		6360E700
MN045	Building Custodian Recreation	2,800	700	2,450	63006310
		1,750			



Town of Brookline

Massachusetts

**Department of Planning and
Community Development**

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Alison Steinfeld

To: Board of Selectmen
From: Andy Martineau, Joe Viola
CC: Brookline Hubway Advisory Committee
Date: February 25, 2016
Re: Recommendations for Model Change

At the request of staff in March of 2015, the Selectmen appointed a Hubway Advisory Committee (BHAC) to analyze current operations and possible expansion opportunities for the Town of Brookline as part of its participation in the Hubway Bicycle Share system.

The BHAC analyzed and discussed a number of items including, but not limited to:

- Current operations and the existing financial and operational model
- Opportunities for increased membership and awareness of Hubway within Brookline
- Prospective new locations for additional stations and/or docks
- Private, public and/or non-profit partnerships and
- Funding sources that will provide continued financial stability and enhance the operations of the overall network with respect to connectivity and user experience

The BHAC met four times between April 2015 and February 2016 to review the financial mechanisms that support the existing program and to explore funding opportunities that could assist the Town in fostering a more financially and operationally sustainable bike share system compatible with the regional Hubway network. Additionally, over that same time frame, staff from Brookline and the other participating communities, including Boston, Cambridge and Somerville met to discuss many of these same issues at a regional level. Those discussions are ongoing as the contract between the Hubway communities and Motivate International, Inc., the system operator, is scheduled to expire this spring.

After reviewing the system at the local and regional level, it is clear that several changes are necessary in order for Brookline to sustain its involvement with system as well as for the system as a whole to remain viable. As the participating communities prepare to issue a request for proposals (RFP) through the Metropolitan Area Planning Council (MAPC) for a new system operator, the BHAC felt it necessary to put forward a number of recommendations for Selectmen review and approval.

The recommendations outlined in this memo are focused on enabling Brookline to strengthen its financial position and to expand the number of Hubway stations in town in a responsible and equitable manner, while improving the day to day operations of the regional system. These recommendations will ultimately need to be woven into the regional RFP to the greatest extent possible.

Hubway Background:

In summer of 2012, the Town of Brookline launched three Hubway stations, joining the cities of Cambridge and Somerville as new entrants into the regional bike share system. Brookline's bikes and stations were procured using federal funding matched by a one-time contribution by Boston Children's Hospital and Partner's Health Care. The Hubway system has grown exponentially since launching in 2011 as Brookline, Boston, Cambridge and Somerville have all added additional bikes and stations to their portions of the system. After adding a fourth station in 2013, Brookline has not added any new bikes or stations. Moreover, operational analyses by staff continued to show that under the existing financial model, system revenues attributed to Brookline could cover operations expenses for our existing stations, but are not sufficient to fund capital expenses such as additional bikes or stations

The other participating municipalities have been able to expand due in large part to private/institutional station sponsorships, linkage fees from new development, advertising dollars derived from the station kiosks, investment of municipal dollars into the system and title sponsorship fees from New Balance, which infused a total of \$1,050,000 into the system over three years. Brookline's share of the New Balance sponsorship is \$32,000, which has been used to subsidize operations expenses. Limited private funding and the continued need to use finite federal resources to subsidize operations expenses made it impossible to add bikes and/or stations in Brookline over the past three years. Meanwhile, there is a desire to add stations in Brookline as a means of increasing multi-modal transportation options available to residents as well as to enhance the interoperability of the Brookline portion of the system.

Over the past 18 months, the system operator has also been going through a transition. Alta Bicycle Share, Inc., who also operated other notable bike share systems, including CitiBike in New York, Capital Bike share in Washington, D.C. and Bay Area Bike share in San Francisco, was acquired by Motivate in the winter of 2014. Following the acquisition, several new staff members were hired, including a new CEO with extensive transportation systems experience. Additionally, the company's headquarters were relocated from Portland, Oregon to Brooklyn, New York and Hubway's original general manager was reassigned to San Francisco to oversee a large public/private expansion effort. During that time, all of the Hubway communities experienced a decline in service, including slower response times on routine issues and timely delivery of new bikes and stations. Many of these changes and the corresponding struggles could be chalked up as growing pains, however, there are a number of issues surrounding the financial and operational model that need to be addressed both for Brookline and the system as a whole.

Revenue Recommendations:

Brookline, Cambridge and Somerville currently operate under a “cost cap” revenue model where each community must reach a certain system revenue threshold to cover operator expenses. Once that threshold is met, the community splits revenue dollars with Motivate. Additionally, system-wide revenues attributable to each community are based on the number of bike “docks” that community has in the system. Over the past few years, the system-wide revenue percentage attributed to Brookline has continued to shrink as the other municipalities have added bikes and stations to their portions of the system. This trend will continue if the model is not changed as the other communities have resources to continue to add docks to their systems while Brookline does not.

Currently, the Town of Brookline does not contribute any municipal dollars to the system, save for in-kind staff time to oversee finances and participate in regional governance. Instead, the town has relied on federal CAM dollars, which have been completely drawn down without provision for additional funding, and modest system revenues to pay for operational expenses. While ridership and the number of trips taken have grown by significant numbers since launching in 2012, the town’s inability to add more bikes or stations will forever limit the amount of revenue that can be derived directly from our stations under the current revenue model.

As noted, the other participating communities have been able to supplement their capital needs via private/institutional station sponsorships, linkage fees and advertising dollars. Brookline does not have the same number, size or caliber of private and institutional partners that have sponsored stations in the other municipalities. After reviewing the revenue model, the BHAC recommends that:

- a. Brookline move away from a cost cap model and toward a fee for service model where the operator is paid a flat fee for managing and operating the Brookline portion of the system.
- b. Brookline utilize the station kiosks as another revenue source to support the system. Both Somerville and Boston have leveraged the station kiosks as a revenue source. In the case of Boston, the city contracted with a marketing firm through an RFP process to use the station kiosks for advertising. This arrangement has generated a substantial sum of money for Boston to support its stations. Currently, Brookline uses the station kiosks to advertise non-profit community events for free, effectively leaving money on the table.

Operational Recommendations:

Brookline does not have the staff capacity to both manage and grow its portion of the Hubway system. While the Brookline segment of the system is small compared to the other communities, the majority of staff time is spent reconciling bills, reviewing marketing documents and participating in regular meetings and conference calls to discuss regional system matters. Each of the other participating communities has staff dedicated to active and/or transportation planning, including Hubway. However, even for those communities with dedicated staff, it has become increasingly clear that managing Hubway at both a local and regional level is a dedicated full time job best suited for someone with experience managing the day to day operations as well as the long term growth and sustainability of a regional bike share system.

Although it has been a company in transition, it is clear that Motivate does not have the dedicated resources or autonomy to operate the Hubway System in an efficient and effective manner. This is due in part to regional and individual contracts with the municipalities that prevent Motivate from maximizing revenue opportunities via larger and longer term title sponsorship agreements. A lack of financial resources is exacerbated by the regional governance model by which the system is currently operated, as it limits the effectiveness of Motivate staff. A majority of decisions are made by committee, from routine marketing efforts and basic operational issues, to the most important decisions surrounding pricing and target markets. These discussions are typically dominated by the communities with a larger system presence, which often leads to prolonged decision making on business matters that should be made by the professionals hired to operate the system, with some input from the municipalities as their clients. Rather than focusing on managing, marketing and growing system ridership, Motivate staff spends an inordinate amount of time trying to achieve consensus among the Hubway communities.

For these reasons, the BHAC recommends that Brookline move to an operational model that makes better use of staff time, requiring their involvement only in macro-level issues such as station locations, beginning and end of season logistics and regular system status updates. The BHAC recognizes that some staff involvement is required given the regional nature of Hubway; however, the BHAC recommends that the municipalities collaborate with MAPC to establish a more effective regional governance model that removes municipal staff from day to day involvement with managing the system. This could be achieved through more staff involvement at MAPC and/or positioning Motivate to hire additional staff to operate the system.

System/Model Change Recommendations:

Hubway was launched in an effort to promote active, multi-modal, environmentally friendly transportation at a regional level. After reviewing the current model under which Hubway is operated, it is clear that the system will continue to struggle to achieve both local and regional goals, if changes are not made. The most notable obstacles include limited financial resources and an inefficient regional governance model. While the financial challenges are not unique to Brookline, they are certainly more pronounced as the town has not been able to expand the number of stations since launching in 2012 and our ability to financially sustain our existing stations for the long-term is unknown. The town should not continue to operate under a model that relies on an underfunded and understaffed operator to bring in the user revenue needed for the town to pay for operations. Rather, the town should pursue a model that enables the operator to obtain the financial resources needed to grow the number of stations across the system and to provide the staff and resources needed to market and grow ridership. Examples of existing bike share models (operated by Motivate) that have been able to address many of the issues referenced above include Bay Area Bikes and BikeTown in Portland, OR. As discussions surrounding criteria for a future Hubway operator continue, staff feels strongly that both of these models should be explored further by Brookline and the other participating communities as they offer a number of potential solutions for improving and growing the Hubway system in a responsible and sustainable manner.

Hubway has become part of the fabric of Brookline. The bikes are used on a regular basis by commuters and there is a desire to add more stations. The BHAC recommends that Brookline pursue an arrangement by which the ability to add bikes and stations to the system does not depend on the town to invest substantial sums of money and/or on private and institutional partners to come forward with individual station sponsorship agreements. While Brookline has seen a number of large commercial projects permitted in the past few years, it is anticipated that this trend may slow where the other participating communities will likely continue to see development at a more rapid pace. Additionally, Brookline does not have the capital capacity to replace and/or purchase new equipment as the first generation bikes and stations reach their useful life. Shifting to a model where the operator also owns the equipment will position the town to not only grow its portion of the system, it will also position the town to continue to make Hubway available as a valued option for active transportation.

Advisory Committee
Capital Subcommittee +2
Partnering with the MSBA for 9th School/BHS Expansion
February 10, 2016

Summary

On February 10th, the Advisory Committee's Capital Subcommittee (Harry Friedman, Fred Levitan, Cliff Brown, Amy Hummel, Pam Lodish and Carla Benka), joined by Mike Sandman and Janet Gelbart (Subcommittee +2), held a meeting with Town Administrator Mel Kleckner, Interim Superintendent of Schools Dr. Joseph Connelly, and School Committee members Susan Wolf Dittkoff, David Pollak, and Barbara Scotto. Also in attendance were Assistant Superintendent for Administration and Finance Mary Ellen Dunn, Special Assistant to the Superintendent for Strategy and Performance Ben Lummis, Chair of the Board of Selectmen Neil Wishinsky, and Chair of the Advisory Committee Sean Lynn-Jones. The meeting's purpose was to discuss the advisability of the Town submitting a Statement of Interest (SOI) to the Massachusetts School Building Authority (MSBA) seeking a partnership for constructing a ninth K-8 School or submitting a new SOI expanding the capacity of Brookline High School (BHS).

There was no great appetite among Subcommittee +2 members for pursuing MSBA participation for a ninth elementary school due to the extended timeframe required by MSBA participation, the perceived priority of a ninth school in terms of timing, the fact that site acquisition is not a reimbursable cost according to MSBA regulations, and the fact that the BHS project is likely to be significantly more costly. The consensus was that MSBA participation, if it were to be sought at all, would make more financial sense for the high school expansion.

After a lengthy discussion as to the advisability of resubmitting an SOI for BHS in April 2016, it was the sense of the majority of members that the Town should not proceed, provided that two major assumptions held: a) the School Committee adopted the *Pollak Option*, thereby significantly reducing project costs; and b) the Town acquired 111 Cypress Street, either by purchase or by eminent domain.

Background

The MSBA's mission is to "partner with Massachusetts communities to support the design and construction of educationally-appropriate, flexible, sustainable, and cost-effective public school facilities." MSBA funding has supported the renovation/expansion of the Heath and Runkle Schools and the Authority is currently partnering with the Town on the Devotion Project. The reimbursement rate for the total project cost (\$120 million) of Devotion is 21.6% or \$25.9 million. Some of the project costs, such as underground parking and demolition, are not eligible for reimbursement.

The MSBA process is highly structured, with specific phases, schedules, and deadlines. Participation with the MSBA will increase a project's timeline by at least one year. The process starts with an SOI which, if accepted, leads to a feasibility/preliminary design

phase, followed by design development of “the preferred option,” followed by construction.

Brookline High School

The BHS complex is located on a 12.6 acre site and consists of three components: the Unified Arts Building, the Schluntz Gym, and the Main academic building. According to the prior BHS SOI (submitted last year and deferred by the MSBA in December, 2015), 272 courses in over 1000 separate sections were offered to 1890 students by 300 staff members working in 158 classroom spaces. The classroom utilization rate across all departments was identified at over 85%. Although designed to accommodate between 2100 and 2200 students, the current facility has the effective capacity of 2000; by 2024-5, student enrollment could reach 2700.

There have been two high school studies produced in the past three years: HMFH’s September 2013 Brookline High School Concept Study Report <http://www.brooklinema.gov/documentcenter/view/4317> which assumed a student enrollment of 2500 students by 2022, and SMMA’s 2015 Brookline High School Study <http://www.brooklinema.gov/DocumentCenter/Home/View/7175>. Based on a projected student population of 2600, SMMA’s study identified the need for 24 additional classrooms for the core curriculum, 23 appropriately sized science labs, and a library and cafeteria increased by 47% and 100%, respectively. In order to accommodate these increases, SMMA offered one campus and two campus scenarios with pros and cons for each. According to this consultant, the estimated price tag for an expanded single campus exceeded \$200 million.

Discussion

If partnering with the MSBA for the BHS expansion resulted in a decision to expand the existing facility, it would require that existing spaces be brought into compliance with MSBA standards. This would likely mean additional time and expense spent on renovations that would not take place were the project to be undertaken without State funds. (“Going it alone gives us more flexibility with our dollars.”) In addition, some work that might be identified as desirable, such as improvements to the auditorium, black box theatre, maintaining multiple athletic gyms, etc. would not be reimbursable.

The Pollak Option

School Capital Committee Chair David Pollak, an architect and planner, noted that the High School is a well-functioning building but it is becoming increasingly undersized for its growing population and some of its spaces, notably science classrooms, are in need of replacement. Given the Town’s limited resources, one approach would be to build new space for the science program and renovate/repurpose the former science classrooms and other spaces that are most in need of upgrading. (“Fix what needs to be fixed.”) Such an approach could result in 30%-35% lower costs than a full renovation/expansion project. Mr. Pollak also noted that the idea of, essentially, tearing down functioning existing facilities to ‘build up’ would make little economic sense. However, to embrace a

'horizontal approach' instead would require an expanded or additional footprint on which to build.

111 Cypress Street

One possible location for such expansion is 111 Cypress Street, a site currently used for office space, assessed for approximately \$10 million, and with development potential for 40B housing. A number of subcommittee members thought that the Town should start to explore an eminent domain taking immediately. School Committee Chair Susan Wolf Ditzkoff questioned whether a 2700 student high school was an educationally sound idea, whether 111 Cypress Street could provide the square footage necessary to accommodate ~~an additional~~ 600-800 students (changes to existing zoning would be required or the Dover Amendment utilized as it was at Runkle), and whether the traffic and parking problems accompanying a 2700 student campus could be satisfactorily addressed.

Other Possibilities

If the 111 Cypress Street option ultimately proved unworkable for an expansion (though still viable for expanded use as office space), then it seemed that the expansion would, de facto, have to take place at some second location. School committee members indicated that there appeared to be little enthusiasm for a Brookline North and Brookline South scenario but that other ideas, such as a satellite campus with a facility sized to handle 600-800 students, would still be less expensive than a total renovation and expansion of the existing facility. It was stated that the Old Lincoln School could serve approximately 400 students in its current configuration.

Counter Arguments

Despite strong support to go-it-alone and focus on a targeted renovation project and limited new construction, there were also reasons offered for resubmitting an SOI in April 2016. Although waiting until December 2016 for the MSBA's response would push the completion of the High School project out to FY 2023, there could be sufficient space at Old Lincoln School as well as potential repurposed space at BHS to fill the gap. During the nine months until December, additional in-depth study of the SMMA report could take place. Also, it may not be politically palatable, at least among school parents, to undertake limited renovations. If the project were eventually to grow in scope and cost, potentially sacrificing \$20-\$40 million in State aid would be regrettable and difficult to explain to Brookline taxpayers. Finally, it is argued that although there is the obvious risk that the SOI would be declined, the loss of nine months in the project's overall schedule would not be ruinous in terms of cost increases or otherwise.

Costs

Participants also discussed project costs, a Debt Exclusion override, and the potential impact on tax bills. The current "plug" number for BHS under "go it alone" is \$100 million and the number for an MSBA partnered project is \$150 million, both significantly less than the SMMA figure of more than \$200 million. The "plug" number for a ninth school is \$75 million.

With the assumptions of no other debt capacity, a 5% interest rate and a 25-year bond, it was estimated that a debt exclusion of \$100,000,000 would result in \$7.1 million of debt service and a 3.6% tax increase, using current tax levels as the base. It should be remembered that a debt exclusion will also be necessary for the ninth elementary school. A total of \$175 million for both projects would require about \$12.4 million of debt service, which implies a debt exclusion that would raise property taxes by 6.3%. The Committee was reminded that the costs of PSB building projects should always be considered in tandem with increased operating costs. An operating override to cover those costs could well have an impact at least equal to the cost of the debt exclusions.

The PSB suggests that in total, they are projecting at least 1,200 more students in the system over the next 6-8 years (exclusive of the potential impact of additional 40B developments). This would require an additional \$13 million to \$16 million in annual revenues, based on non-capital figures presented by Peter Rowe to the B-SPACE Committee and analyses by the Override Study Committee. All told, the Town could be facing the need to raise between \$25 and \$28 million in additional annual revenue (assuming that future regular revenue increases met all future Town and School expenses other than enrollment growth). Furthermore, while the debt service declines over time as a percentage of the tax levy, any operating override would be permanent and would grow due to the annual 2½ to 3 percent rate of increase for the typical household that occurs under Proposition 2 ½.

Brookline Advisory Committee
Capital Subcommittee + 2
February 10, 2016

Summary of Subcommittee Members' Questions re MSBA Participation in BHS
Expansion/9th K-8 School

High School Options

1. What is the School Committee's position on the scenarios presented in the HMFH and SMMA studies?
2. One High School vs. two: theoretically, which option is faster and most cost-effective (without MSBA)?
 - a. What, if any, equity issues might be raised by building a second high school?
3. What is the School Committee's vision for the High School?
4. What are the interim plans to address enrollment growth from now until the construction projects (BHS, 9th School) are completed?
5. Could Old Lincoln be used as a long-term solution for BHS capacity needs?
 - a. What would the loss of swing space cost the Town in the future?
 - b. How much would it cost to make OLS an attractive long-term solution?

MSBA

1. What would be the cost of bringing existing BHS spaces (classrooms, common areas, and labs) up to MSBA standards?
2. Given our recent experience (Heath, Runkle, Devo), what are the estimated costs of doing business with the MSBA. In other words, what have they required us to do that, if we did not partner with them, we might have chosen not to do from a cost/benefit perspective?
3. If we would otherwise want everything that the MSBA requires, which of the MSBA standards for classrooms, common areas, and labs would the School Committee be willing to forego if there were no MSBA partnership?
4. Would MSBA participation
 - a. Delay the High School project and if so, what are the costs of that delay in terms of i) borrowing and ii) providing temporary space for additional students?
 - b. Require additional studies and if so, at what cost in terms of money and time?
 - c. Determine the "preferred" approach to increasing capacity (a 2nd high school vs. satellite facilities vs. one campus)?
 - d. Reduce the likelihood of it funding future projects?

13. - 6

5. What's a realistic percentage to use to calculate the potential MSBA reimbursement for the High School? (The MSBA reimbursement for Devotion is 21.6% of the total project cost or \$25.9m of \$120m TPC, and is lower than originally projected).
6. What are the implications of pulling out of the MSBA process after an SOI has been submitted?

OVERRIDES

1. What is the current debt capacity of the Town?
2. Is there a limit on the amount of debt the Town could assume via debt exclusion overrides e.g. do rating agencies ever consider assumed debt to be excessive?
3. How many operating and debt exclusion overrides will be needed to address enrollment growth and what is their timing?
4. Are additional overrides anticipated in order to fund the projected capital and operating non-School needs of the Town?
5. What are the debt service costs and increases in the tax levy for each \$10m of project cost?
6. What are the increases in the tax levy for each \$1m of an operating override?

TOWN OPERATIONS

1. What would be the impact on other Town services with and without MSBA funding?
2. What is the capacity of current Town departments and Boards/Commission to deal with multiple major capital projects simultaneously?